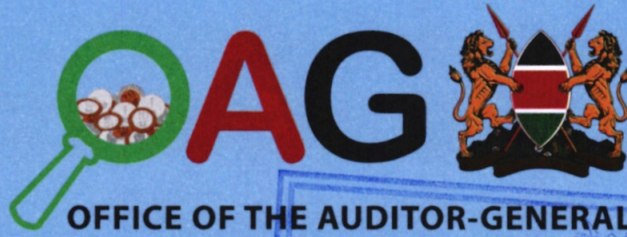


REPUBLIC OF KENYA



OFFICE OF THE AUDITOR-GENERAL

*Enhancing Accountability*



THE NATIONAL ASSEMBLY PAPERS LAID	
DATE: 03 DEC 2024	DAY: Tuesday
TABLED BY: Hon. Kimani Ichung'wa (Leader of the Majority Party)	
THE TABLE:	Anastacia

**REPORT**

**OF**

**THE AUDITOR-GENERAL**

**ON**

**MARYHILL GIRLS HIGH SCHOOL**

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

**KIAMBU COUNTY**



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**MARYHILL GIRLS' HIGH SCHOOL**

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

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

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

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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**MARYHILL GIRLS' HIGH SCHOOL**  
**Reports and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

**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 Kiambu County, Thika West Sub-County

The school was registered in 08/06/2021 under registration number 22S00300708 and is currently categorized as a National public school established, owned or operated by the Government.

The school is a day/boarding school and had 2325 number of students as at 30<sup>th</sup> June 2022. It has 10 streams and 105 teachers of which 9 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:

1	Mr. Anthony Mwaura	Chairman	4/3/2019
2	Mrs. Jacinta Waweru Ngure	Secretary - Principal	4/3/2019
3	Dr. Jane Karambu	Vice Chair	4/3/2019
4	Arch. Stephen Muiru	P.A Chair- Co-Opted	4/3/2019
5	Joseph Gachau	Member -Rep Parents/Local Community	4/3/2019
6	David Gachoki	Member -Rep Parents/Local Community	4/3/2019
7	Lydia Kwamboka	Member- Rep Parents/Local Community	4/3/2019
8	Martha Muthuku	Member- Co-Opted	4/3/2019
9	Prof. Fred Wamunyokoli	Member – Rep Ceb	4/3/2019
10	Fr. Francis Kiarie	Member - Sponsor	4/3/2019
11	Sr. Benedette Munyao	Member - Sponsor	4/3/2019
12	Eng. Patrick Mwangi	Member - Community	4/3/2019
13	Mr. Maina Ruo	Member Special Needs	4/3/2019
14	Musa Kathanje	Member	4/3/2019
15	Qs George Karita	Member	4/3/2019
16	Ms. Malinda Ndinda	Member	4/3/2019
17	Edwin Irungu	Member	4/3/2019
18	Mr. Joseph Waweru	Member Rep Teachers	4/3/2019
19	Faith Musonik	Rep Students	4/3/2019

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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

**The functions 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 paragraph 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			
2	Audit Committee	Dr. Jane Karumbu QS George Karita Eng. Patrick Mwangi Lydia Kwamboka Jacinta Waweru-Ngure	Chairperson Member Member Member	0/0
3	Finance, Procurement And General Purposes Committee	Musa Kathanje David Gachoki Arch. Stephine Muiru Jacinta Waweru Martha Mutuku Josep Gachau	Chairperson Member Member Member Member	2/2
4	Academic Committee	Prof. Fred . Wamunyokoli Mr. Joseph Waweru Mr. David Gachoki Mrs. Roselyne Kiama Dr. Jane Kathuku Joseph Gachau	Chairpeson Member Member Member member	4/4
5	Development Committee	Arch. Stephen Muiru Eng. Patrick Mwangi Qs. George Karita Mr. Anthony Mwaura Mr. Maina Ruo Lydia Kwamboka	Chairpeson Member Member Member Member	0/0
6	Discipline and welfare	Mr. Edwin Irungu	Chairpeson	

**MARYHILL GIRLS HIGH SCHOOL**  
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**For the year ended 30<sup>th</sup> June 2022**

	Committee	Sr. Bendette Munyao Ms. Malinda Ndinda Ms. Martha Mutuku Mr. Maina Ruo	Member Member Member Member	1/1
7	Adhoc Committee (if any during the year)			0/0

**(d) School Operation Management**

For the financial year ended 30<sup>th</sup> June 2021 the School day-to-day management was under the following persons:

Ref:	Designation	Name	TSC/ID Number
1	Principal	Jacinta Waweru Ngure	322613
2	Deputy Principal	Peter Mbuchiri Njoroge	431795
3	Deputy principal	Peris Gachoki Mabuti	478393
4	School Bursar	Mary Muriithi	27848912

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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

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**(e) Schools contacts**

Post Office Box: 9-01000-Thika  
Telephone: 0704983017  
E-mail: maryhillgirls@yahoo.com  
Website: www.maryhillgirls.com  
Facebook:  
Twitter:

**(f) School Bankers**

The following school operated 11 number of bank accounts in the following banks: (Ensure all accounts including CDF accounts are included)

- 1 Name of Bank: Kenya commercial bank  
Branch: Thika  
Account Number: 1102191027
  
- 2 Name of Bank: Kenya commercial bank  
Branch: Thika  
Account Number: 1102191361
  
- 3 Name of Bank: Kenya commercial ban  
Branch: Thika  
Account Number: 1123666822
  
- 4 Name of Bank: Kenya commercial bank  
Branch: Thika  
Account Number: 1102165883
  
- 5 Name of Bank: Kenya commercial bank  
Branch: Thika  
Account Number: 1100169415
  
- 6 Name of Bank: Equity bank  
Branch: Thika  
Account Number :0090277588428
  
- 7 Name of Bank: Equity bank  
Branch: Thika  
AccountNumber :1550267870554

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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8 Name of Bank: Carritas bank  
Branch: Thika  
Account Number :1002022000811

9 Name of Bank: Co-operative bank  
Branch: Thika  
Account Number :0212073499540

10 Name of Bank: Co-operative bank  
Branch: Thika  
Account Number :01129734995400

11 Name of Bank: Kenya commercial bank  
Branch: Thika  
Account Number :1139521764

12 MPESA Pay Bill No. 522123 attached to 1102165883 bank account

13 MPESA Pay Bill No. 400222 attached to 01129734995400 bank account

**(g) Independent Auditors**

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

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

**II. SUMMARY REPORT OF PERFORMANCE OF THE SCHOOL**

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

**a) Financial performance:**

*Under this section, the following information should be given:*

- *Surplus/ deficit for the year and a comparison of the same for the last three years*
- *Capitation grants from the Ministry of Education for the last three years*
- *Ratio of capitation grant per student over the last three years*
- *A three-year overview of growth of other income(s) earned by the school.*
- *A three-year overview of growth in expenditure of the school*
- *Movement of debtors and creditors of the school over the last three years*
- *Movement of cash and bank balances over the last three years*

<b>SUMMARY REPORT OF THE SCHOOL PERFORMANCE 2020 TO 2022</b>				
S/NO	PERFORMANCE	YEAR ENDED 30TH JUNE 2022	YEAR ENDED 2021	YEAR ENDED 2020
1	<b>FINANCIAL</b>			
	SURPLUS/DEFICIT	23,165,193.18	(5,936,463.43)	844,372.68
	DIRECT CAPITATION GRANTS	50,993,864.15	8,329,595.65	44,859,511.68
	INFRASTRUCTURE GRANTS	11,327,487.63	6,375,514.16	3,617,500.00
	TOTAL GRANTS	62,321,351.78	14,705,109.81	48,477,011.68
	ENROLMENT	2,318.00	2,068.00	1,806.00
	RATIO OF CAPITATION GRANTS PER STUDENT	1:26886	1:7111	1:26842
	OTHER INCOMES	265,915,688.48	70,326,745.12	98,473,909.60
	GROWTH OF OTHER INCOMES	195,588,943.36	(28,147,164.48)	(53,222,651.44)
	EXPENDITURE/PAYMENTS	281,906,653.90	90,968,318.36	146,106,548.60
	DEBTORS/RECEIVABLES	47,075,950.95	47,797,637.09	52,512,796.33
	CREDITORS/PAYABLES	35,458,567.46	70,509,908.15	51,494,207.22

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

CASH AND CASH EQUIVALENTS	9,928,503.03	21,092,964.40	3,298,567.66
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**b) Teacher Student ratio:**

*Include the teacher to student ratio, number of teachers recruited and posted to the school within the year, number of teachers that were transferred/ retired during the period as well as number of teachers employed by TSC, and number employed by BOM. One may also include how many teachers the school has for each subject in order to indicate shortage/ allocation of resources.*

<b>2 NON-FINANCIAL</b>	
ENROLLED STUDENTS	2,318
NUMBER OF STREAMS	42
TSC TEACHERS	92
BOM TEACHERS	7
<b>TOTAL NUMBER OF TEACHERS</b>	99
TEACHER SHORTAGE	15
TEACHER-STUDENT RATIO	1:23

**c) Mean score in the 2019-2021 KCSE:**

YEAR	ENTRANCE	MEAN SCORE	REMARKS
2021	416	9.512	GOOD
2020	351	9.889	GOOD
2019	336	9.919	GOOD

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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*Give performance of the school for each over the last three years. Include the number of students that have since transitioned to institutions of higher learning. Include the mean score and comment on improvement or otherwise as compared to the school's set score.*

<i>YEAR</i>	<i>ENTRANCE</i>	<i>MEAN SCORE</i>	<i>STUDENTS TRANSITIONED</i>	<i>COMMENT</i>
<i>2022</i>	<i>476</i>	<i>9.512</i>	<i>411</i>	<i>GOOD</i>
<i>2021</i>	<i>416</i>	<i>9.889</i>	<i>346</i>	<i>GOOD</i>
<i>2020</i>	<i>351</i>	<i>9.919</i>	<i>327</i>	<i>GOOD</i>
<i>TOTAL NO OF STUDENTS</i>	<i>1103</i>		<i>1084</i>	

**d) Number of Candidates in the 2019-2021 KCSE:**

*Tabulate the number of candidates sitting for KCSE over the last three years.*

<i>YEAR</i>	<i>NUMBER OF STUDENTS</i>
<i>2022</i>	<i>476</i>
<i>2021</i>	<i>416</i>
<i>2020</i>	<i>351</i>
<i>TOTAL NUMBER OF STUDENTS</i>	<i>1103</i>

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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e) **Capacity of the school:**

*Indicate the number of students in the school vis a vie the facilities like the dormitories, the dining hall, the laboratories, toilets and other amenities. This information will provide useful details for the Ministry of Education.*

<i>YEAR</i>	<i>STUDENTS</i>	<i>DORMS</i>	<i>DINNING HALL</i>	<i>LABO</i>	<i>TOILETS</i>	<i>SHOWERS</i>	<i>CLINIC</i>	<i>LIBRARY</i>
<i>2022</i>	<i>2314</i>	<i>6</i>	<i>1</i>	<i>6</i>	<i>217</i>	<i>204</i>	<i>1</i>	<i>1</i>
<i>2021</i>	<i>2170</i>	<i>6</i>	<i>1</i>	<i>6</i>	<i>177</i>	<i>164</i>	<i>1</i>	<i>1</i>
<i>2020</i>	<i>2060</i>	<i>6</i>	<i>1</i>	<i>6</i>	<i>177</i>	<i>164</i>	<i>1</i>	<i>1</i>

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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

*Development projects carried out in the year and ongoing projects including a disclosure of project fund sources in a tabular format*

<i>NO</i>	<i>PROJECTS</i>	<i>SOURCE OF FUNDS</i>
<i>1</i>	<i>800 Bed capacity DORMITORY</i>	<i>PARENTS CONTRIBUTION</i>
<i>2</i>	<i>8 CLASS ROOM</i>	<i>G.O.K GRANTS</i>
<i>3</i>	<i>32 DOOR ABLUTION &amp; SEPTIC TANK</i>	<i>G.O.K GRANTS</i>
<i>3</i>	<i>SWIMMING POOL</i>	<i>DONATION</i>



**Sign**

**School Principal**

**MARYHILL GIRLS HIGH SCHOOL**  
**Annual Report and Financial Statements**  
**For the year ended 30<sup>th</sup> June 2022**

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**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 (*Maryhill 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, 2021 and of the school's financial position as at that date.

**Name:** Anthony Ng'ang'a Mwaura  
**Designation:** Chairman, School Board of Management  
**Sign:** 

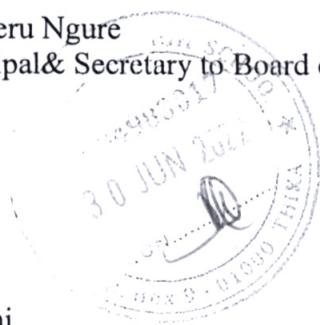
**Date:** 30/6/2022

**Name:** Jacinta Waweru Ngure  
**Designation:** School Principal & Secretary to Board of Management  
**Sign:** 

**Date:** 30/6/2022

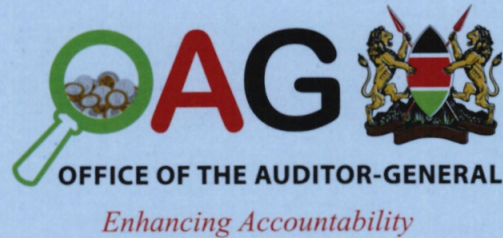
**Name:** Mary Muriithi  
**Designation:** Bursar/ Finance Officer  
**Sign:** FOR: 

**Date:** 30/6/2022



# REPUBLIC OF KENYA

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Email: info@oagkenya.go.ke  
Website: www.oagkenya.go.ke



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

## **REPORT OF THE AUDITOR-GENERAL ON MARYHILL GIRLS HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2022 – KIAMBU COUNTY**

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### **PREAMBLE**

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

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

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

The three parts of the report are aimed at addressing the statutory roles and responsibilities of the Auditor-General as provided by Article 229 of the Constitution, 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**

#### **Adverse Opinion**

I have audited the accompanying financial statements of Maryhill Girls High School – Kiambu County set out on pages 1 to 18, which comprise of the statement of financial assets and financial liabilities as at 30 June, 2022, 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, because of the significance of the matters discussed in the Basis for Adverse Opinion section of my report, the financial statements do not present fairly, the financial position of Maryhill Girls High School – Kiambu County as at 30 June, 2022 and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and do not comply with the Public Finance Management Act, 2012 and the Basic Education Act, 2013.

## **Basis for Adverse Opinion**

### **1. Inaccuracies in the Financial Statements**

#### **1.1 Inaccuracies in the Statement of Cash Flows**

The statement of cash flows reflects net cash flows from investing activities amount of Kshs.21,310,564 in respect to acquisition of assets which was not supported with acquisition and procurement documentations.

In addition, the cash and cash equivalents at beginning of the two years is wrongly stated as Kshs.8,073,873 and negative Kshs.9,720,523 instead of Kshs.21,092,964 and Kshs.3,298,568 for the year 2021-2022 and January - June 2021 respectively.

In the circumstances, the accuracy of the statement of cashflows could not be confirmed.

#### **1.2 Inaccuracies in the Statement of Budgeted Versus Actual Amounts**

The statement of budgeted versus actual amounts reflects total income budget utilization difference of Kshs.10,841,886 while a re-computation gives Kshs.19,768,711 resulting to unexplained variance of Kshs.8,926,825. Further, the statement reflects nil total expenditure budget utilization difference while a re-computation gives Kshs.11,068,392 resulting to unexplained variance of Kshs.11,068,392.

In the circumstances, the accuracy of the statement of budgeted versus actual amounts could not be confirmed.

### **2. Unsupported Financial Statements Balances**

Management did not provide supporting documents including ledgers for all the balances reflected in both the statement of receipts and payments for the year ended 30 June, 2022 and the statement of financial assets and financial liabilities as at 30 June, 2022. It was therefore not clear how the balances in the financial statements were arrived at in the absence of ledgers.

In the circumstances, the accuracy and completeness of the financial statements could not be confirmed.

### **3. Unsupported Infrastructure Projects**

The School undertook construction of two (2) CBC classrooms at a project cost of Kshs.21,887,240.

However, the following irregularities were noted:

- a) No confirmation if the project was approved.
- b) The School infrastructure plan was not in place.
- c) Board of Management minutes were not in place.
- d) The bank statement showing availability of funds in the school infrastructure account at the date of approval was not provided.
- e) Quarterly progress report to CDE not provided.
- f) Documents to show how the projects were procured including the tender evaluation reports, bid documents for all the tenderers, advert, opening and evaluation minutes were not provided for audit review.
- g) Certificates of practical completion was not provided.

In the circumstances, the accuracy and value for money for the expenditure incurred could not be confirmed.

### **4. Unsupported Cash and Cash Equivalents**

The statement of financial assets and financial liabilities reflects Kshs.9,928,503 in respect to cash and cash equivalents. However, the School did not prepare bank reconciliation statements for all the eleven (11) bank accounts and for the two (2) Mpesa paybill accounts. In addition, the School did not provide cash books for six (6) bank accounts out of eleven (11) bank accounts held and the Mpesa statements. Further, Management did not appoint a board of survey to confirm bank and cash balances as at 30 June, 2022.

In the circumstances, the accuracy and completeness of the cash and cash equivalents as at 30 June, 2022 could not be confirmed.

### **5. Long Outstanding Receivables**

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.47,075,951 in respect of fees arrears as disclosed in Note 11 to the financial statements. Included in the balance are receivables amounting to Kshs.30,371,526 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.47,074,951 could not be confirmed.

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

## **Emphasis of Matter**

### **1. Budgetary Control and Performance**

The statement of budgeted versus actual amounts reflects final receipts budget and actual on comparable basis of Kshs.103,002,853 and Kshs.83,234,142 respectively resulting to an under-funding of Kshs.19,768,711 or 19% of the budget.

However, the School spent a balance of Kshs.76,599,968 against actual receipts of Kshs.83,234,142 resulting to an under-utilization of Kshs.6,634,174 or 8% of actual receipts.

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

### **2. Unbudgeted Other Receipts**

The statement of receipts and payments and as disclosed in Note 4 to the financial statement reflects school fund income - other receipts amount of Kshs.29,890,916 which further includes Kshs.5,072,781 receipts from house rent, school canteen, hymn books, Covid-19 masks, tender income, clubs and student ID cards which was not included in the statement of budgeted versus actual amounts.

My opinion is not modified in respect of these matters.

## **Key Audit Matters**

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

## **Other Matter**

### **Unresolved Prior Year Matters**

In the audit report of the previous year, several issues were raised under the Report on Financial Statements, Report on Lawfulness and Effectiveness in use of Public Resources, and Report on Effectiveness of Internal Controls, Risk Management and Governance. However, Management had not resolved the issues as at 30 June, 2022.

# REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

## **Conclusion**

As required by Article 229(6) of the Constitution, because of the significance of the matters discussed in the Basis for Adverse Opinion and Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources sections of my report, based on the audit procedures performed, I confirm that public resources have not been applied lawfully and in an effective way.

## **Basis for Conclusion**

### **1. Unconfirmed Students Enrolment Data**

The statement of receipts and payments reflects capitation grants for tuition, capitation grants for operations and infrastructure grants totalling Kshs.39,156,158. Comparison of data from National Education Management and Information System (NEMIS) with records from the County Director of Education revealed that during the financial year 2021/2022, NEMIS indicated two thousand and eight-two (2,082) students while records from the County Director of Education had two thousand three hundred and five (2,305) students resulting to a variance of two hundred and twenty-three (223).

In the circumstances, excess students not enrolled in NEMIS do not benefit from Government capitation thus disadvantaging them from the rest.

### **2. Unapproved Fees on Parents Association Support Programme**

The statement of receipts and payments and as disclosed in Note 3 to the financial statements reflects school fund income - parents' contribution amount of Kshs.236,024,773 which includes Kshs.5,500 per student per term for students in Forms 1 to 3 and Kshs.7,000 for those in Form 4 charged as capacity building. In addition, the amount includes Kshs.20,000 per student per year in Form 1 and Kshs.10,000 per student per year in Forms 2 to 4 for development fund, which had not been approved by the Ministry of Education through the County Education Board. This was contrary to Government Circular No. MOE.HQS/3/13/3 dated 16 June, 2021 on guidelines on implementation of Free Day and Secondary Education programme which stipulates that parents will only pay for school uniforms, boarding related costs as reflected in the boarding fees structure and lunch for the day scholars.

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

### **3. Irregular Payment of Sitting Allowance to the Principal**

The statement of receipts and payments and as disclosed in Note 7 to the financial statements reflects boarding and school fund payments amounting to Kshs.223,014,582. The amount includes Kshs.9,850,100 relating to local transport and travelling which further includes Kshs.2,407,000 paid to the Principal and the School Bursar purportedly for BOM meetings and other expenses in cash with no justifiable reason instead of making the payments directly through the Board members bank accounts.

In the circumstances, the validity and propriety of the expenditure of Kshs.2,407,000 could not be confirmed.

#### **4. Undisclosed Capacity Building Expenditure**

The statement of receipts and payments and as disclosed in Note 7 to the financial statements reflects boarding and school fund payments amount of Kshs.223,014,582 which includes undisclosed expenditure on capacity building. Further, there was no clear guideline on how the funds contributed by parents were to be utilized contrary to Ministry of Education guidelines issued vide circular MOE HQS 3/13/3 dated 16 June, 2021.

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

#### **5. Excess Transfer of Infrastructure Funds from the Operations Accounts**

The statement of receipts and payments reflects operations grants amount of Kshs.32,347,379 as disclosed in Note 2 to the financial statements from the Ministry of Education credited in the operations bank account. Included in the amount is Kshs.10,416,000 in respect of infrastructure grants which were to be transferred to infrastructure bank account for maintenance and improvement of the School's facilities. However, it was noted that the School transferred Kshs.11,612,000 resulting to an excess of Kshs.1,196,000 contrary to guidelines issued by Ministry of Education vide circular MOE HQS 3/13/3 dated 16 June, 2021.

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

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

The statement of receipts and payments and as disclosed in Note 7 to the financial statements reflects boarding and school fund payments amount of Kshs.223,014,582 which includes Kshs.13,519,333 in respect of administration cost which further includes Kshs.800,000 transferred to Kenya Secondary Schools Heads Association (KESSHA). However, KESSHA is a welfare organization that draws its membership from School Principals only. The organization is not defined in Government Funding system and there is no assurance that it has implemented effective, efficient, and transparent financial management and internal control systems to manage the funds transferred by schools.

In the circumstances, value for money transferred to KESSHA amounting to Kshs.800,000 could not be confirmed.

#### **7. Unbalanced Budget**

Review of the statement of budgeted versus actual amounts indicate that the Schools final revenue budget amounted to Kshs.103,002,854 against final budget expenditure of Kshs.65,531,576 resulting to unbalanced budget by Kshs.37,471,278. This is contrary to Regulation 33(c) of Public Finance Management (National Government) Regulations, 2015 which states that budget shall be balanced.

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

## **8. Lack of School Improvement Plan**

During the year under review, the School did not have a School Improvement Plan approved by the Board of Management and Sub County Director of Education to improve the school environment and learning outcomes contrary to Section 2.2 of the Operation Manual from the Ministry of Education.

In the circumstances, improvements on the School environment and learning outcomes during the year could not be confirmed.

## **9. Late Submission of Financial Statements for Audit**

During the year under review, Management submitted the financial statements to the Auditor-General on 17 February, 2023 instead of the statutory deadline of 30 September, 2022. This was contrary to the Ministry of Education circular Ref.MOE/DSAS/FIN/17/1/17 dated 19 August, 2021 which stated that the School's financial statements should be ready by 30 September, 2022 in compliance which Section 81 of the Public Finance Management Act, 2012 on preparation of the financial statements.

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

The audit was conducted in accordance with the 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 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, because of the significance of the matters discussed in the Basis for Adverse Opinion, Basis for Conclusion on Lawfulness and Effectiveness in Use of Public Resources and Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance sections of my report, based on the audit procedures performed, I confirm that internal controls, risk management and overall governance were not effective.

### **Basis for Conclusion**

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

Annex 2 to the financial statements reflects summary of fixed assets register which includes land and motor vehicles. However, land ownership documents and motor vehicle log books were not provided for audit.

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

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal 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 control as Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal control, risk management and overall governance.

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

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

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

Those charged with governance are responsible for overseeing the Schools 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 overall 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 overall 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 control 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 non-compliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with 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 to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and where applicable, related safeguards.

  
FCPA Nancy Gathungu, CBS  
AUDITOR-GENERAL

**Nairobi**

**18 September, 2022**

**MARYHILL GIRLS' HIGH SCHOOL**  
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STATEMENT OF RECEIPTS AND PAYMENTS PERIOD TO 30<sup>TH</sup> JUNE 2022

DESCRIPTION OF VOTE HEAD	Note	July 2021-June2022 Kshs	Jan-June2021 Kshs
<b>RECEIPTS</b>			
Capitation grants for tuition	1	6,808,779.60	2,374,735.75
Capitation grants for operations & infrastructure	2	32,347,379.00	12,330,374.06
School Fund Income- Parents' Contributions	3	236,024,772.75	54,195,143.58
School Fund Income- Other receipts	4	29,890,915.73	16,131,601.54
		<b>305,071,847.08</b>	<b>85,031,854.93</b>
<b>PAYMENTS</b>			
Payments for Tuition	5	23,242,862.00	5,231,789.06
Payments for operations and infrastructure	6	35,649,209.80	11,287,857.94
Boarding and school fund payments	7	223,014,582.10	74,448,671.36
		<b>281,906,653.90</b>	<b>90,968,318.36</b>
<b>SURPLUS/DEFICIT</b>		<b>23,165,193.18</b>	<b>(5,936,463.43)</b>

The school financial statements were approved on and signed by:

**Name:** Anthony Ng'ang'a Mwaura  
**Designation:** Chairman, School Board of Management  
**Sign:**

**Date:** 30/6/2022

**Name:** Jacinta Waweru Ngure  
**Designation:** School Principal & Secretary to Board of Management  
**Sign:**



**Date:** 30/6/2022

**Name:** Mary Muriithi  
**Designation:** Bursar/ Finance Officer  
**Sign:**

FOR:

**Date:** 30/6/2022

**MARYHILL GIRLS HIGH SCHOOL**  
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**V. STATEMENT OF FINANCIAL ASSETS AND FINANCIAL LIABILITIES AS AT 30<sup>TH</sup> JUNE 2022**

	Note	July 21-june2022 Kshs	Jan-june2021 Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	8	9,837,433	21,035,923.40
Cash Balances	9	91,070	57,041.00
Short term Investment	10	-	-
<b>Total Cash and Cash Equivalents</b>		<b>9,928,503.03</b>	<b>21,092,964.40</b>
Account's receivables	11	<u>47,075,950.95</u>	<u>47,797,637.09</u>
<b>TOTAL FINANCIAL ASSETS</b>		<b>57,004,453.98</b>	<b>68,890,601.49</b>
<b>FINANCIAL LIABILITIES</b>			
Accounts Payable	12	35,458,567	70,509,908.15
<b>NET FINANCIAL ASSETS</b>		<u><b>21,545,886.52</b></u>	<u><b>(1,619,306.66)</b></u>
<b>REPRESENTED BY</b>			
Fund balance b/fwd 1st July...	13	(1,619,306.66)	4,317,156.77
Surplus/Defict for the year		23,165,193	(5,936,463.43)
<b>NET FINANCIAL POSITION</b>		<u><b>21,545,886.52</b></u>	<u><b>(1,619,306.66)</b></u>

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

**Name:** Anthony Ng'ang'a Mwaura  
**Designation:** Chairman, School Board of Management

**Sign:** 

**Date:** 30/6/2022

**Name:** Jacinta Waweru Ngure  
**Designation:** School Principal & Secretary to Board of Management

**Sign:**

**Date:** 30/6/2022

**Name:** Mary Muriithi  
**Designation:** Bursar/ Finance Officer

**Sign:**

**Date:** 30/6/2022



**MARYHILL GIRLS HIGH SCHOOL**  
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**VI. STATEMENT OF CASH FLOWS FOR THE PERIOD ENDED 30<sup>TH</sup> JUNE 2022**

		july'21- June 2022 Kshs	jan-june2021 Kshs
<b>Receipts from operating activities</b>			
Capitation grants for tuition	1	6,808,780	2,374,735.75
Capitation grants for operations	2	32,347,379	12,330,374.06
School fund income- Parents contributions/ fees	3	236,024,773	54,195,143.58
School fund income- other receipts	4	29,890,916	16,131,601.54
<b>Total receipts</b>		<b>305,071,847.08</b>	<b>85,031,854.93</b>
<b>Payments</b>			
Payments for Tuition		23,242,862	5,231,789.06
Payments for operations		35,649,210	11,287,857.94
Boarding and school fund payments		223,014,582	74,448,671.36
<b>Total payments</b>		<b>281,906,653.90</b>	<b>90,968,318.36</b>
<b>Net cash flow from operating activities</b>		<b>23,165,193.18</b>	<b>(5,936,463.43)</b>
<b>Cashflow From Investing Activities</b>			
Proceeds from Sale of Assets			-
Acquisition of Assets		(21,310,563.55)	23,730,860.17
<b>Net cash flows from Investing Activities</b>		<b>(21,310,563.55)</b>	<b>23,730,860.17</b>
<b>Cashflow From Financing Activities</b>			
Proceeds from borrowings/ loans			-
<b>Net cash flows from Financing Activities</b>			-
<b>Net Increase In Cash And Cash Equivalent</b>		<b>1,854,629.63</b>	<b>17,794,396.74</b>
<b>Cash &amp; cash equivalent at beginning of the y</b>		<b>8,073,873.40</b>	<b>(9,720,523.34)</b>
<b>Cash and cash equivalent at END of the year</b>		<b>9,928,503.03</b>	<b>8,073,873.40</b>

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

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

Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilisation Difference	% of Utilisation
	a	b	c=a+b	d	e=c-d	f=d/c %
<b>RECEIPTS</b>						
<b>(1) CAPITATION GRANT ON TUITION</b>						
Text books		-	-	-	-	#DIV/0!
Exercise books			-	627,549.96	(627,549.96)	#REF!
Laboratory equipments and apparatus			-	-	-	#DIV/0!
Teaching/learning materials	4,284,896.00	-	4,284,896.00	1,097,288.60	3,187,607.40	25.60829014
Chalks			-	-	-	#DIV/0!
Internal exams			-	649,897.19	(649,897.19)	#DIV/0!
<b>(2) CAPITATION GRANT ON OPERATIONS</b>						
Electricity and water	1,166,352.00		1,166,352.00	714,578.84	451,773.16	61.26613921
Local transport / travelling	1,166,352.00		1,166,352.00	714,578.84	451,773.16	61.26613921
MIF Grant	5,170,000.00		5,170,000.00	6,375,514.16	(1,205,514.16)	123.3174886
	6,414,936.00	-	6,414,936.00	3,930,228.92	2,484,707.08	61.26684537
Administration costs	971,960.00		971,960.00	595,473.30	376,486.70	61.26520639
Activity	1,551,000.00		1,551,000.00	-	1,551,000.00	0
Medical & Insurance	-		-	-	-	
<b>(3) FEES CHARGED ON PARENTS</b>						
Fee on Boarding						113.14995

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Equipment and Stores	34,625,102.5 0		34,625,102.50	39,178,286. 86	(4,553,184.36 )	2
Repairs and maintenance	2,583,323.50		2,583,323.50	1,091,986.9 2	1,491,336.58	42.27062 32
Electricity, water and Conservancy	5,943,702.00		5,943,702.00	5,730,828.7 2	212,873.28	96.41850 85
Local transport / travelling	1,913,934.00		1,913,934.00	446,904.80	1,467,029.20	23.35006 27
Activity	825,132.00		825,132.00	94,000.17	731,131.83	11.39213 26
Administration Costs	2,564,589.00		2,564,589.00	1,451,802.2 7	1,112,786.73	56.60954 13
Personal Emoluments	9,758,443.50		9,758,443.50	5,398,916.8 4	4,359,526.66	55.32559 09
Cup/mug/plate	904,098.00		904,098.00	6,500.00		0.718948 1
<b>OTHER INCOME</b>			-		-	
<i>KNEC</i>	16,584,033.0 0		16,584,033.00	12,308,562. 00		74.21935 04
<i>School Farm</i>	2,280,000.00		2,280,000.00	665,896.00		29.20596 91
<i>KUCCPS</i>	384,500.00		384,500.00	119,560.00		31.09492 48
<i>Cup/mug/plate</i>	310,500.00		310,500.00	6,500.00		2.093397 46
<i>House Rent</i>			-	176,700.00		#DIV/0!
<i>Bakery</i>	3,600,000.00		3,600,000.00	1,852,588.4 5		51.46079 28
<b>TOTAL INCOME</b>	<b>103,002,853. 50</b>	-	<b>103,002,853.5 0</b>	<b>83,234,142. 84</b>	<b>10,841,886.11</b>	<b>80.80760 73</b>
<b>(1) EXPENDITURE FOR TUITION</b>						
Library Materials	177,122.00		177,122.00	-	177,122.00	0
Exercise books	1,750,000.00		1,750,000.00	-	1,750,000.00	0
Laboratory equipments and apparatus	1,289,500.00		1,289,500.00	4,138,670.0	(2,849,170.06)	320.9515 63

**MARYHILL GIRLS HIGH SCHOOL**  
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				6	)	
Teaching/learning materials	1,068,274.00		1,068,274.00	1,092,039.00	(23,765.00)	102.2246165

**PAYMENTS FOR OPERATIONS AND INFRASTRUCTURE ACCOUNT**

Electricity and water	1,166,352.00		1,166,352.00	703,772.00		60.33958873
Local transport / travelling	1,166,352.00		1,166,352.00	500,000.00		42.86870516
MIF Grant	5,170,000.00		5,170,000.00	6,375,500.00		123.3172147
Personal Emoluments	6,414,936.00		6,414,936.00	2,509,982.90		39.12716978
Administration costs	971,960.00		971,960.00	791,589.00		81.44254908
Activity	1,551,000.00		1,551,000.00	406,894.04		26.23430303
Bank Charges			-	120.00		

**BOARDING AND SCHOOL FUND PAYMENTS**

Fee on Boarding Equipment and Stores	34,625,102.50		34,625,102.50	34,184,524.57		98.72757653
Repairs and maintenance	2,583,323.50		2,583,323.50	406,623.40		15.74032056
Electricity, water and Conservancy	5,943,702.00		5,943,702.00	3,102,553.38		52.19900628
Local transport / travelling	1,913,934.00		1,913,934.00	3,284,634.30		171.6169053
Activity	825,132.00		825,132.00	35,220.00		4.268407964
Administration Costs	2,564,589.00		2,564,589.00	7,632,901.86		297.6267098
Personal Emoluments	9,758,443.50		9,758,443.50	7,615,531.85		78.04043596
Bakery	2,800,000.00		2,800,000.00	1,804,539.00		64.44782143
School Farm	1,860,000.00		1,860,000.00	1,061,322.00		57.06032258

**MARYHILL GIRLS HIGH SCHOOL**  
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				0	
School canteen	800,000.00		800,000.00	750,851.00	93.85637
Bank Charges	750,851.00		750,851.00	300.00	0.039954 65
Clubs			-		
Insurance	904,098.00		904,098.00	-	0
Student ID cards	26,400.00		26,400.00	26,400.00	100
KUCCPS	176,000.00		176,000.00	176,000.00	- 100
<b>TOTAL</b>	<b>65,531,575.5 0</b>	-	<b>65,531,575.50</b>	<b>76,599,968. 36</b>	<b>116.8901 75</b>

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

**MARYHILL GIRLS' HIGH SCHOOL**  
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**VIII. 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 AIE holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

**6. Accounts Payable**

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

**7. Non-current assets**

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

**8. Budget**

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

**9. Comparative figures**

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

**10. Subsequent events**

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30<sup>th</sup> June 20XX.

**MARYHILL GIRLS HIGH SCHOOL**  
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**IX. NOTES TO THE FINANCIAL STATEMENTS**

**1 CAPITATION GRANT FOR TUITION**

	july 2021-june 2022	jan-june 2021
	Kshs	Kshs
Text books	-	-
Exercise books	-	627,549.96
Laboratory equipments and apparatus	-	-
Teaching/learning materials chalks	6,808,779.60	1,097,288.60
Internal exams	-	649,897.19
<b>Total</b>	<b>6,808,779.60</b>	<b>2,374,735.75</b>

**2 CAPITATION GRANT FOR OPERATIONS**

	july 2021-june 2022	jan-june 2021
	Kshs	Kshs
Electricity and water	2,472,452.72	714,578.84
Local transport / travelling	2,472,452.72	714,578.84
MIF Grant	11,327,487.63	6,375,514.16
TIG Grant	-	-
Personal Emoluments	13,598,436.89	3,930,228.92
Administration costs	2,060,358.06	595,473.30
Activity	-	-
Medical & Insurance	416,190.98	-
<b>Total</b>	<b>32,347,379.00</b>	<b>12,330,374.06</b>

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

	july 2021-june 2022	jan-june 2021
	Kshs	Kshs
Fee on Boarding Equipment and Stores	166,086,855.71	39,178,286.86
Repairs and maintenance	7,314,084.51	1,091,986.92
Electricity, water and Conservancy	10,764,274.11	5,730,828.72
Local transport / travelling	6,824,765.83	446,904.80
Activity	3,157,117.08	94,000.17
Administration Costs	7,071,613.65	1,451,802.27
Personal Emoluments	24,861,429.46	5,398,916.84
Insurance	4,173,207.60	129,982.00
Medical	1,095,551.13	612,031.00
Uniform Fee	4,675,873.67	60,404.00
<b>Total</b>	<b>236,024,772.75</b>	<b>54,195,143.58</b>

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

**4 OTHER RECEIPTS – SCHOOL FUND ACCOUNT**

	<b>july 2021-june 2022</b>	<b>jan-june 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
KNEC	18,671,721.00	12,308,562.00
School Farm	1,905,177.00	665,896.00
KUCCPS	170,622.49	119,560.00
Cup/mug/plate	661,000.00	6,500.00
House Rent	224,700.00	176,700.00
Bakery	3,409,614.50	1,852,588.45
school canteen	2,961,661.66	845,817.09
Hymn book	660,850.00	6,500.00
COVID 19 Masks	428,669.08	126,778.00
Tender Income	97,000.00	-
Clubs	160,200.00	-
Student ID cards	539,700.00	22,700.00
Bus Hire	-	-
Interest Income	-	-
<b>Total</b>	<b>29,890,915.73</b>	<b>16,131,601.54</b>

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

**5 PAYMENTS FOR TUITION**

	<b>july 2021-june 2022</b>	<b>jan-june 2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Library Materials	-	-
Exercise books	5,789,404.00	-
Laboratory equipments and apparatus	6,578,624.00	4,138,670.06
Teaching/learning materials	10,871,239.00	1,092,039.00
chalks	-	-
Internal exams	-	-
Reference books	-	-
Bank charges	3,595.00	1,080.00
<b>Total</b>	<b>23,242,862.00</b>	<b>5,231,789.06</b>

**MARYHILL GIRLS HIGH SCHOOL**  
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**NOTES TO THE FINANCIAL STATEMENTS (Continued)**

**6 PAYMENTS FOR OPERATIONS**

	july 2021-june 2022	jan-june 2021
	Kshs	Kshs
Electricity and water	2,373,522.01	703,772.00
Local transport / travelling	1,315,092.00	500,000.00
MIF Grant	11,291,500.00	6,375,500.00
TIG	5,000,000.00	
Personal Emoluments	6,182,019.55	2,509,982.90
Administration costs	7,908,536.61	791,589.00
Activity	1,458,006.63	406,894.04
Insurance	117,778.00	-
Bank Charges		120.00
Rent	2,755.00	-
<b>TOTAL</b>	<b>35,649,209.80</b>	<b>11,287,857.94</b>

**7 BOARDING AND SCHOOL FUND PAYMENTS**

	july 2021-june 2022	jan-june 2021
	Kshs	Kshs
Fee on Boarding Equipment and Stores	134,103,636.00	34,184,524.57
Repairs and maintenance	1,167,695.00	406,623.40
Electricity, water and Conservancy	4,491,353.03	3,102,553.38
Local transport / travelling	9,859,160.00	3,284,634.30
Activity	2,080,016.00	35,220.00
Administration Costs	13,519,333.92	7,632,901.86
Personal Emoluments	20,943,855.25	7,615,531.85
Bakery	5,928,474.00	1,804,539.00
School Farm	2,230,209.00	1,061,322.00
School canteen	2,957,200.00	750,851.00
Bank Charges	3,175.00	300.00
Clubs	34,845.00	86,000.00
Insurance	795,558.00	120,456.00
KNEC	12,360,542.00	12,210,652.00
Medical	11,382,389.90	1,874,962.00
Tender income	97,000.00	64,000.00
House rent	39,860.00	11,200.00
Hymn Books	212,500.00	-
Covid 19 Masks	306,680.00	-
Student ID cards	292,100.00	26,400.00
KUCCPS	209,000.00	176,000.00
<b>TOTAL</b>	<b>223,014,582.10</b>	<b>74,448,671.36</b>

*Expenses on income generating activities\*\* should include all costs relating to the school earnings on other receipts as recorded in note 4. These costs should include farm maintenance, posho mill maintenance, ground maintenance and costs incurred during hire of school bus among others.*

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

**8 BANK ACCOUNTS**

Name of Bank, Account No. & currency	Bank Account Number	july'21-june2022	jan-june2021
		Kshs	Kshs
Tuition Account	1102191027	1,670.00	2,101,692.40
Operations Account	1102191361	412,632.54	8,125,454.95
School Fund Account/Boarding	1102165883	(163,599.24)	3,378,213.85
Savings Account-development	1100169415	127,977.80	127,977.80
Income generating activities Account	1139521764	4,412,840.12	125,049.19
Co-operative account ( development account)	01129734995400	1,696,758.66	2,896,105.66
Co-operative dollar Account	02120734995400	245,061.40	245,061.40
Carritas Account	1002022000811	52,098.00	1,499,964.00
Equity canteen account	0090277588428	486,740.54	393,326.91
Equity Harambee Account	1550267870554	308,801.00	308,801.00
Infrastructural Account	1123666822	2,256,452.49	1,834,276.24
<b>Total</b>		<b>9,837,433.31</b>	<b>21,035,923.40</b>

**9 CASH IN HAND**

Description	2021/22	jan-june2021
	Kshs	Kshs
Tuition Account	-	-
Operation Account	2,286.00	2,286.00
School Fund account	81,581.72	-
Income generating	7,202.00	54,755.00
Infrastrucure account	-	-
<b>Total</b>	<b>91,069.72</b>	<b>57,041.00</b>

**10 SHORT TERM INVESTMENTS**

Description	jan-june 2021	jan-june 2021
	Kshs	Kshs
Cooperative shares	-	-
Treasury Bills	-	-
Fixed deposit	-	-
Equity stock	-	-
Other investments	-	-
<b>Total</b>	<b>-</b>	<b>-</b>

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

**11 ACCOUNTS RECEIVABLE**

Description	2021/22 Kshs	jan-june2021 Kshs
Fees arrears	47,074,950.95	47,621,655.09
Salary advances	-	158,079.00
Imprest	-	-
KCB Prepaid cards	1,000.00	17,903.00
NSSF	-	-
NHIF	-	-
<b>Total</b>	<b>47,075,950.95</b>	<b>47,797,637.09</b>

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

Description	2021/22 Kshs	jan-june2021 Kshs
Fees arrears for current year	8,901,069.40	4,916,652.29
Fees arrears for the previous year	7,802,355.47	7,834,791.47
Fees arrears for prior periods (over two years)	30,371,526.08	34,870,211.33
<b>Total</b>	<b>47,074,950.95</b>	<b>47,621,655.09</b>

**12 ACCOUNTS PAYABLE**

Description	july 2021-june 2022 Kshs	jan-june2021 Kshs
Trade creditors (See ageing below and appendix 1)	30,280,267.08	53,937,200.07
Prepaid fees	4,481,293.38	16,479,748.08
Pocket money	36,007.00	86,460.00
Caution Money	661,000.00	6,500.00
<b>Total</b>	<b>35,458,567.46</b>	<b>70,509,908.15</b>

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

Description	jan-june2021 Kshs	jan-june2021 Kshs
Trade creditors for current year	30,280,267.08	53,937,200.07
Trade creditors for the previous year	-	-
Trade creditors for prior periods (over two years)	-	-
<b>Total</b>	<b>30,280,267.08</b>	<b>53,937,200.07</b>

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

**13 FUND BALANCE BROUGHT FORWARD**

<b>Description</b>	<b>july 2021-june 2022</b>	<b>jan-june2021</b>
	<b>Kshs</b>	<b>Kshs</b>
Bank balances	9,837,433.31	21,035,923.40
Cash balances	91,069.72	57,041.00
Short Term Investments	-	-
Receivables	47,075,950.95	47,797,637.09
Payables	(35,458,567.46)	(70,509,908.15)
<b>Total</b>	<b>21,545,886.52</b>	<b>(1,619,306.66)</b>

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**Other important disclosure notes**

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

**14 Non-current Liabilities Summary**

Description	july 2021-june 2022 Kshs	jan-june2021 Kshs
Bank loan(s)	-	-
Outstanding Leases	-	-
Hire purchase	-	-
Gratuity and leave provision	-	-
<b>Total</b>	-	-

**15 Biological assets**

Description	July'21 -June2022 Ksh	Jan-june2021 Ksh
Cattle	-	-
Pigs	-	-
Rabbits	-	-
Trees	-	-
Coffee or tea plantation	-	-
Poultry	-	-
<b>Total</b>	-	-

**16 Borrowings**

Description	july 2021-june 2022 Kshs	jan-june2021 Kshs
<b>a) Borrowings</b>		
Borrowing at beginning of the year	-	-
Borrowings during the year	-	-
Repayments of during the year	-	-
<b>Balance at end of the year</b>	-	-

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**Other important disclosure notes**

**17 Stock/ Inventory**

<b>Description</b>	<b>july 2021-june 2022</b>	<b>jan-june2021</b>
<b>Stock/Inventory</b>		
Stock/ inventory at beginning of the year	-	-
Stock/ inventory purchased during the year	-	-
Stock/ inventory issued during the year	-	-
<b>Balance at end of the year</b>	<b>-</b>	<b>-</b>

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**18 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.

<b>Ref No.</b>	<b>Issue / Observations from Auditor</b>	<b>Management comments</b>	<b>Status: (Resolved / Not Resolved)</b>	<b>Timeframe: (Put a date when you expect the issue to be resolved)</b>

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

Supplier of Goods or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance  2021	Outstanding Balance 2020	Comments
	a	b	c	d=a-c		
	Kshs		Kshs	Kshs	Kshs	
<b>Construction of buildings</b>						
<b>Sub-Total</b>						
<b>Supply of goods</b>						
DIANA INTERNATIONAL LTD	405,900.00	06-01-22	-	405,900.00		
DYNAMIC CENTRAL STORES	281,250.00	06-01-22	-	281,250.00		
PROMISING GENERAL MERCHANTS	901,590.00	06-01-22	-	901,590.00		
ASSUMPTION SISTERS FARM	15,450.00	06-01-22	-	15,450.00		
NGORONGO TEA FACTORY	16,750.00	06-01-22	-	16,750.00		
BLESSING HOME TASTE	127,500.00	06-01-22	-	127,500.00		
WAMBOGA VEGETABLE TRANSPORTERS	2,800,180.00	06-01-22	-	2,800,180.00		

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BOVIS LTD	43,200.00	06-01-22	-	43,200.00		
TELE-ELECTRIC SOLUTIONS LTD	125,750.00	06-01-22	-	125,750.00		
BANNIS POTRIT FARM	175,100.00	06-01-22		175,100.00		
CHANIA SCHOOL SCHOOL DEPOT	1,984,440.00	06-01-22		1,984,440.00		
ROMAGRAFFIX COMMUNICATION	282,750.00	06-01-22		282,750.00		
ALEX IBRAHIM	210,000.00	06-01-22	-	210,000.00		
PETER KAMITI KAMAU	490,000.00	06-01-22	-	490,000.00		
OTPZ ENTERPRISE	48,000.00	06-01-22	-	48,000.00		
CELESTIAL COMMUNICATIONS	120,000.00	06-01-22	-	120,000.00		
JAMES MWANGI MAINA	25,000.00	06-01-22	-	25,000.00		
FRANCIS MUNGAI NJERI	40,000.00	06-01-22	-	40,000.00		
LIMATEC K LTD	1,295,285.00	06-01-22		1,295,285.00		
THE COPYCAT ITD	348,000.00	06-01-22		348,000.00		
SCHOOL EQUIPMENT CENTER LIMITED	1,406,160.00	06-01-22		1,406,160.00		
J-MOSFET ENTERPRISE	329,500.00	06-01-22		329,500.00		
CHANIA SCHOOL DEPOT	1,989,240.00	06-01-22		1,989,240.00		
ADVARMALTEX LIMITED	1,711,500.00	06-01-22		1,711,500.00		
KENBLEST PROCESSORS LIMITED	697,600.00	06-01-22		697,600.00		

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FARMERS CHOICE LTD	83,000.00	06-01-22		83,000.00		
BONFACE MWAURA	219,480.00	06-01-22		219,480.00		
J-MOSFET ENTERPRISE	96,500.00	06-01-22		96,500.00		
<b>Sub-Total</b>	<b>16,269,125.00</b>			<b>16,269,125.00</b>		
<b>Supply of services</b>						
ULTIMAX MEDIA SYSTEMS	359,500.00	06-01-22		359,500.00		
SAFARICOM PLC	28,995.30	06-01-22	-	28,995.30		
KENYA POWER AND LIGHNING COMPANY	733,916.01	06-01-22	-	733,916.01		
LUMU CLEANING AND HEALTHCARE	102,900.00	06-01-22		102,900.00		
G4S	382,699.08	06-01-22		382,699.08		
ROBERT WAFULA	510,180.00	06-01-22		510,180.00		
PESTFREE AND SANITATION CONTRACTORS	182,100.00	06-01-22		182,100.00		
K.V PLACE LIMITED	458,000.00	06-01-22		458,000.00		
PACIS INSURANCE LIMITED	117,778.00	06-01-22		117,778.00		
XPRESS SOLUTIONS LTD	430,496.50	06-01-22	-	430,496.50		
ULTIMAX MEDIA SYSTEMS	146,900.00	06-01-22	-	146,900.00		
WINDSON SERVICES LTD	10,557,677.19	06-01-22	-	10,557,677.19		

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	14,011,142.08			14,011,142.08		
<b>GRAND TOTAL</b>	<b>30,280,267.08</b>			<b>30,280,267.08</b>		

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

<b>Asset class</b>	<b>Date purchased</b>	<b>Location</b>	<b>Unit</b>	<b>Opening Balance 1st Jan 2021</b>	<b>Additions during the year</b>	<b>Disposals during the year</b>	<b>Balance as at the end of the year ended 30th June 2021</b>
Land 1	1933	White sisters rd	Acres	45 acres			
Land 2							
Buildings and structures			No	83	4	0	87
Motor vehicles			No	4			
Office equipment, furniture and fittings			No				
ICT Equipment, and Other ICT Assets			No				
Tools and apparatus			No				
Textbooks							
Other Machinery and Equipment							
Heritage and cultural assets							
Intangible assets- soft							

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ware							
<b>Total</b>							

(The School should ensure that a detailed fixed assets register is maintained). The school management will follow up on valuation of land and other assets later.


**ASSET REGISTER**

**Asset class- Buildings and structures**

<b>Name/ Description of Buildings and structures</b>	<b>Unit</b>	<b>Opening Balance 1st Jan 2021</b>	<b>Additions during the year</b>	<b>Disposals during the year</b>	<b>Balance as at the end of the year ended 30th June 2022</b>
45 Student capacity Classrooms	No.	33	8	0	41
Dormitories	No.	6	0	0	6
Administration Block	No.	1	0	0	1
Science Laboratories	No.	6	0	0	6
Dinning hall 1200 capacity	No.	1	0	0	1
Ablution Block	No.	2	2	0	4
Store houses	No.	2	0	0	2
Boreholes	No.	2	0	0	2
10000l Plastic Tanks	No.	10	0	0	10
Farm Houses	No.	1	0	0	1
Entry and Exit Gates	No.	2	0	0	2
Staff Houses -3 Bedroom	No.	1	0	0	1
Staff Houses -2 Bedroom	No.	13	0	0	13
Staff Houses-Single rooms	No.	5	0	0	5
Sports Goal Posts (Pairs)	No.	6	0	0	6
<b>Total</b>		<b>91</b>	<b>10</b>	<b>0</b>	<b>101</b>

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<b>TRIAL BALANCE AS AT 30TH JUNE 2022</b>		
	<b>DR</b>	<b>CR</b>
	<b>Kshs</b>	<b>Kshs</b>
Cash and Cash equivalents		
Bank Balances	9,837,433.31	
Cash Balances	91,069.72	
Short term investments	1,619,306.66	
Receivables	47,075,950.95	
Payments		
Payments for Tuition	23,242,862.00	
Payments for operations	35,649,209.80	
Boarding and school fund payments	223,014,582.10	
<b>Receipts</b>		
Capitation grants for tuition		6,808,779.60
Capitation grants for operations		32,347,379.00
School Fund Income- Parents' Contributions		236,024,772.75
School Fund Income- Other receipts		29,890,915.73
Proceeds from borrowings-payables		35,458,567.46
<b>Fund Balance b/f</b>	-	-
<b>TOTAL</b>	<b>340,530,414.54</b>	<b>340,530,414.54</b>

Signature:  .....

Name: Eng. Anthony Mwaura Date: .....


Chairman, Board of Management

Signature: .....

Name: Mrs. Jacinta Njeri Waweru Date: .....

Secretary, Board of Management/Principal



Signature: FOR:  .....

Name: Ms. Mary Mureithi Date: 30/6/22 .....

Bursar