REPUBLIC OF KENYA

39

OFFICE OF THE AUDITOR-GENERAL

*Enhancing Accountability*





# REPORT

# OF

# THE AUDITOR-GENERAL

# ON

# SOUND CHEMICALS MANAGEMENT MAINSTREAMING AND UPOPs REDUCTION IN KENYA PROJECT (GRANT NO. 99820)

## FOR THE YEAR ENDED 30 JUNE, 2020

## MINISTRY OF ENVIRONMENT AND FORESTRY

**Project Name: Sound Chemicals Management Mainstreaming and UPOPS Reduction in Kenya**



**Implementing Entity: Ministry of Environment and Forestry**

**PROJECT GRANT/CREDIT NUMBER: P0099820**

# ANNUAL REPORT AND FINANCIAL STATEMENTS

## FOR THE FINANCIAL YEAR ENDED
## JUNE 30, 2020

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

**PAGE**

**CONTENTS**

# 1. PROJECT INFORMATION AND OVERALL PERFORMANCE

## 1.1 Name and registered office

Name: The project's official name is *Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya,*

Objective: The key objective of the project is to protect human health and environment,

Address: The project headquarters offices are Nairobi city, Nairobi County, Kenya.

The address of its registered office is:

UPOPS Project unit
Ministry of Environment and Forestry
NHIF Building, Upper Hill,
P.O. Box 30126 - 00100
Nairobi

Contacts: The following are the project contacts
Telephone: (254) 20 2730808/09 Ext. 1257,
E-mail: upopskenya@gmail.com/ psoffice@environment.go.ke
Website: www.environment.go.ke

## 1.2 Project Information

| | |
|---|---|
| Project Start Date: | The project start date is May 2016 |
| Project End Date: | The project end date is May 2021 |
| Project Manager: | The project manager is Ms Julia Mayiani Saino |
| Project Sponsor: | The project sponsor is GEF |

## 1.3 Project Overview

| | |
|---|---|
| Line Ministry/State Department of the project | The project is under the supervision of the Ministry of Environment and Forestry |
| Project number | 00099820 |
| Strategic goals of the project | The strategic goals of the project are as follows:<br>1. Sound Management of Chemicals<br>• Improve the country legislation on chemicals, with the objective to assist the environmentally sound management of hazardous chemical, define quality and technical standards for disposal processes;<br>• Increase the knowledge and awareness of risks related to chemicals with a life cycle perspective, promoting alternatives to POPs and other hazardous substances, preventing the use of materials that may generate / release POPs as a consequence of their improper disposal, ensuring the proper |

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| | disposal of chemicals to avoid their release in the environment<br>• Ensure that the country has the capacity to monitor the presence of POPs in the relevant environmental media, with specific focus on air quality, atmospheric emissions and specific waste streams.<br>2. Health-care waste management<br>• Increase segregation and minimisation of waste<br>• Improvement of HCW disposal technology and increased centralisation of waste disposal.<br>• Therefore, the strategy of the project is to rank project facilities in 3 categories:<br>I. Small facilities where no treatment or disposal plant will be installed under the project. In these facilities, the project assistance aims instead at ensuring minimization of waste production, proper segregation, and safe storage/transportation. Basic waste disposal equipment will be provided to these hospitals (bags, bins, carts, sharp boxes).<br>II. Large or medium size facilities currently equipped with out of order or sub-standard incinerators, which can be replaced under the project by non-incineration equipment for the treatment of waste, generated by the same facility or by the small facilities in point (1) above. It is envisaged that under the project a maximum number of 4 medium size non-incineration equipment composed by shredders and non-combustion equipment will be deployed to these facilities. In these facilities, the project will provide training and technical assistance, basic waste disposal equipment, and the waste treatment equipment.<br>III. A large or medium size HCF currently equipped with a working double-chamber incinerator, which can be used to dispose waste generated by the same facility or by the small facilities in previous point 1. In this facility, after proper technical and financial feasibility study, the incinerator will be upgraded by installing a complete APCM train which may include quencher, bag-filter, neutralizer, and an activated charcoal column. The upgraded incinerator will be used for disposing only the hazardous waste which cannot be processed differently. The incinerator will dispose therefore the hazardous waste generated by the hospital itself or by the HCF listed under the previous point (2) after steam disinfection. Please note that this still synergizes with the activities described below as part of the "Clean Teach East Africa" initiative, as the latter will focus on the Nairobi area and this project can focus on another geographic area<br>3. Municipal Waste<br>• Creation of alternative approaches to composting in pilot counties<br>• Support to the development of a new stream of recycling for plastics in these counties |
| Achievement of strategic goals | The project management aims to achieve the goals through the following means:<br>(i) Streamlining sound management of chemicals and waste into national and county development activities through capacity building of MOEF, MOH, county governments of Nairobi, Kisumu, Nakuru and Mombasa and the NGOs.<br>(ii) Introducing environmentally sound management of health care waste in selected healthcare facilities; policy and strategic plans to prepare them |

| | |
|---|---|
| | to adopt BAT and BEP disposal<br>(iii) Demonstration of sound healthcare waste disposal technologies in a selected number of healthcare facilities in each the county.<br>(iv) Minimizing releases of unintentionally produced POPs from open burning of waste.<br>(v) Monitoring, learning, adaptive feedback, outreach and evaluation |
| Other important background information of the project | Kenya is a party to the Stockholm Convention on Persistent Organic Pollutants (POPs), having ratified the Convention in September 2004. The country subsequently developed its National Implementation Plan (NIP) in 2007. Like other signatories to the Convention, Kenya completed the process of updating the NIP in accordance with the provisions of Article 7 of the Convention and in view of the amendments made to the convention since ratification. Through this process, Kenya developed and amended in a systematic and participatory manner, priority policy and regulatory reforms as well as capacity building needs and required investment programs for POPs since 2004. The process also enabled Kenya to establish inventories of products/articles containing POPs, industrial processes using them and to provide useful information on the concentration levels and distribution of POPs across the country. |
| Current situation that the project was formed to intervene | The project was formed to intervene in the following areas:<br>(i) Health care Waste<br>(ii) Municipal Waste |
| Project duration | The project started May 2016 and is expected to run until May 2021 |

### 1.4 Bankers

The following are the bankers for the current year:

1. Central Bank of Kenya 1000288547-Special Deposit Account
2. Central Bank of Kenya 1000407867-Special Deposit Account
3. Central Bank of Kenya 1000392387- Project operating account

### 1.5 Auditors

The project is audited by the Office of the Auditor General.

## 1.6 Roles and Responsibilities

| Names | Title designation | Key qualification | Responsibilities |
|---|---|---|---|
| Cyrus Mageria | National Project Coordinator | Master of Science in Natural Resource Management and Public Resource Management | Project Director |
| Julia Mayiani Saino | National Project Coordinator | Master of applied science (BSc) Environmental Engineering | Prepare and update project work plans. Coordinate the Project Management Unit (PMU) Coordinate quarterly work planning and progress reporting meetings with the NPC, PMU, and UNDP; Ensure that all agreements with implementing agencies are prepared, negotiated and agreed upon. TORs Preparations |
| Francis Kihumba | Project Advisor | Masters of Applied Sciences (BSc), Environmental Chemistry | Technical Advisor |
| Mercy Kimani | Project Assistant | Bachelor of Arts, Counselling Psychology; Higher Diploma in Public Relations and Personnel Management | Project Assistant |

| | | | |
|---|---|---|---|
| Nancy Narasha | Finance and Administration Officer | Masters of applied economics<br>BCOM Finance | Operation management of the project<br>Procurement<br>TORs Preparations<br>Prepare quarterly advance requests as required to get advance funds from UNDP Handle incoming requests for funds from Responsible Parties and prepare them for input and approval by NPM and NPC<br>Project budget monitoring and project budget revision |

### 1.7 Funding summary

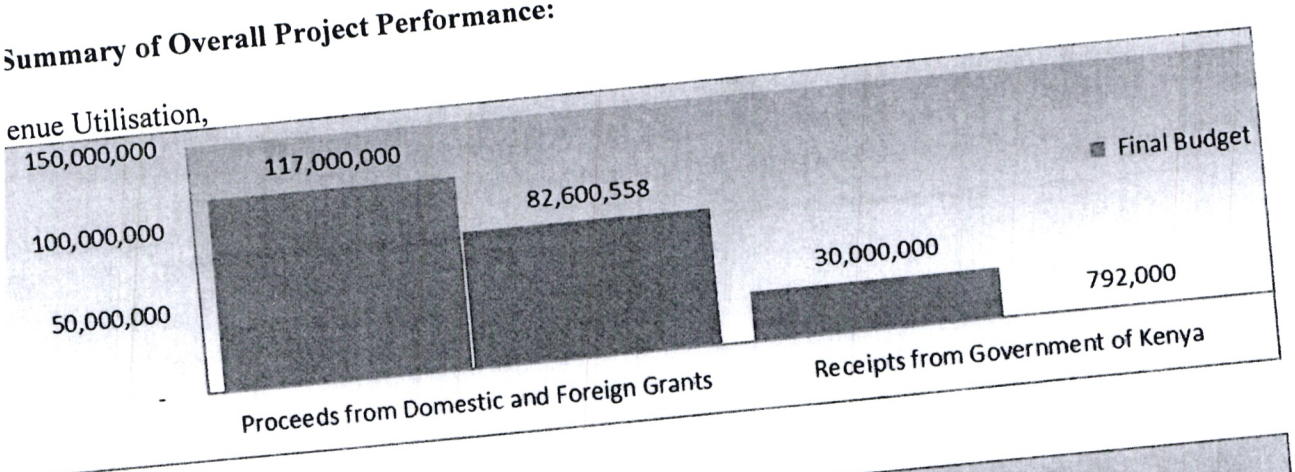
The Project is for duration of 5 years from 2016 to 2021 with an approved budget of US$ 4,515,000 (use donor currency) equivalent to Kes 451,500,000 as highlighted in the table below:
Below is the funding summary:

| Source of funds | Donor Commitment- | | Amount received to date (30th June 2020) | | Undrawn balance to date (30th June 2020) | |
|---|---|---|---|---|---|---|
| | *Donor currency* | *KShs* | *Donor currency* | *KShs* | *Donor currency* | *KShs* |
| | *(A)* | *(A')* | *(B)* | (B') | *(A)-(B)* | *(A')-(B')* |
| **(i) Grant** | | | | | | |
| UNDP | 4,515,000 | 451,500,000 | 1,762,198 | 190,317,353 | 2,418,358 | 261,182,647 |
| **(ii) Counterpart funds** | | | | | | |
| **Government of Kenya** | 530,000 | 53,000,000 | 34,432 | 3,718,636 | 495,568 | 49,281,364 |
| Cash | | | | | | |
| In- Kind | 8,050,153 | 805,015,300 | 7,429,565 | 802,393,036 | 24,280 | 2,622,264 |
| **Total** | **13,095,153** | **1,309,515,300** | **9,226,195** | **996,429,025** | **2,938,206** | **313,086,275** |

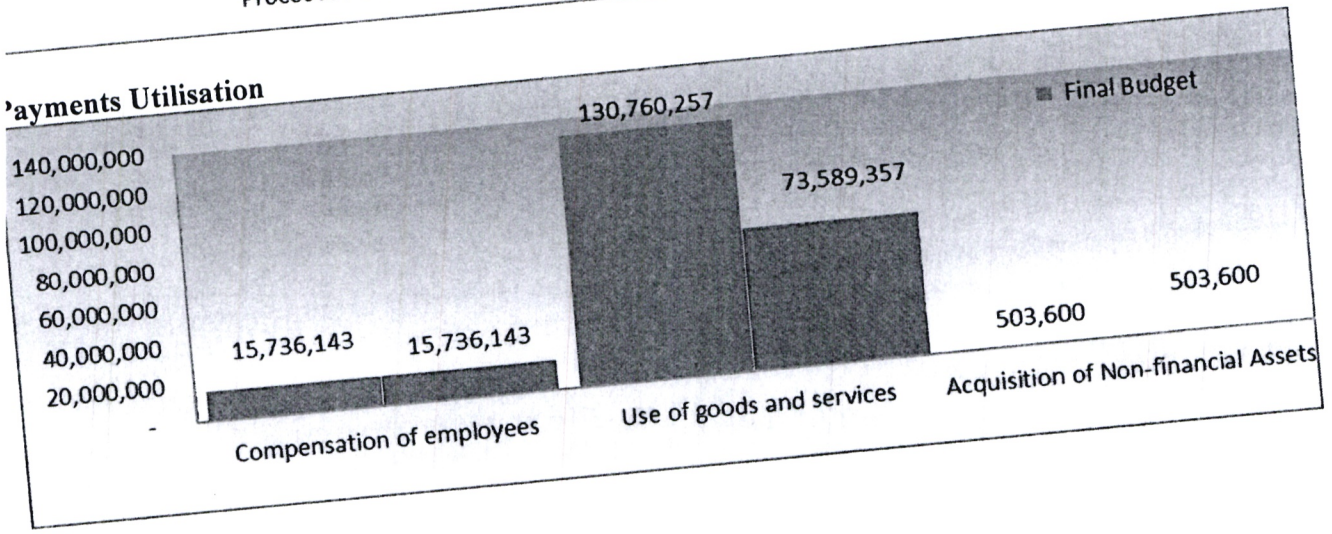
*Note: The project document description for Government counterpart funding includes co-financing as part of Government of Kenya Contribution towards the project output. This includes, related works by the Ministry and infrastructure provided to enable implementation of the project. This has been captured here and a schedule attached as appendix iv.*

**Summary of Overall Project Performance:**

enue Utilisation,




**ayments Utilisation**




**1.9 Summary of Project Compliance:**

The project has complied with all the relevant laws and procedures.

## 2. STATEMENT OF PERFORMANCE AGAINST PROJECT'S PREDETERMINED OBJECTIVES

Kenya is party to Multilateral Environmental Agreements for instance the Stockholm Convention on Persistent Organic Pollutant which requires Kenya to put in place measures to safeguard the Environmental Health of its people through safe disposal of waste. The Ministry of Environment being the focal point of these MEAs is implementing the Sound Chemicals Management Mainstreaming and UPOPS reduction project to achieve the objective of safe health and environment. In this regard, the project has put in place measures to achieve these objectives.

The key development objectives of the *project's 2016-2021* plan are to:

a) Streamlining sound management of chemicals and waste into national and county development activities through capacity building of institutions and county governments of Nairobi, Kisumu, Nakuru and Mombasa.
   This objective involves developing chemical laws for example policies and regulations on safe management of chemicals in the country.
b) Introduce environmentally sound management of health care waste in selected healthcare facilities; policy and strategic plans to prepare them to adopt best alternative Technologies and Best Environmental Practices disposal.
c) Personnel of hospital facilities and control authorities at central and county levels have enough capacity guidance and equipment to manage healthcare waste in an Environmental Sound Manner
d) Demonstration of sound healthcare waste disposal technologies in a selected number of healthcare facilities in each county
e) Minimizing releases of unintentionally produced persistent organic Pollutants from open burning of waste.

**Progress on attainment of Strategic development objectives**

| Project | Objective | Outcome | Indicator | Performance |
|---|---|---|---|---|
| Sound Chemicals Management Mainstreaming and UPOPS reduction | The project intends to protect human health and the environment by managing the risks posed by production, use, import and export of chemicals and reducing / preventing the release of U-POPs and toxic compounds originating from the unsafe management of waste in Health Care Waste and Municipal Waste. | -Policy and legal framework<br><br>-Institution strengthening<br><br>-Medical Waste - Management<br><br>-Municipal Waste Management | Policy and regulations put in place<br><br>Number of trainings done<br><br>Consultancy and Medical Waste commodities purchased<br><br>3Rs upscaling and Awareness creation | In FY 19/20 we developed a Chemicals Regulations Policy, Revised Hazardous Medicals Waste Policy and Reviewed the Pest Control Products Act.<br><br>We training of Water Resources Officers.<br><br>Best Environmental Practices encouraged and Health care Waste Commodities for 13 facilities were purchased.<br><br>-100 metric tonnes of POPS eliminated due to the concerted efforts done. |

## 3. SUSTAINABILITY REPORTING

The Sound Chemicals Management Mainstreaming and UPOPS Reduction project objectives is on development of policies in waste management that will help the country in Managing the wastes coming out from Medical wastes as well as Municipal waste in a sound manner. The project has put in place the following measures to ensure continuity of the objectives.

### 1. Capacity Building

In the last 4 years, the project has trained officers from different institution, Water Resources Authority officers, NEMA, CBO's, County Government and Health Care Waste Management workers on their core skills when it comes to MEAs, waste management and sound disposal. The knowledge transfer will go a long way in developing the institution memory.

### 2. Institution Strengthening

Institutions were identified for strengthening in terms of hardware and software, the WRA Central Water Testing Laboratory elevated and equipped to provide referral services to other regional laboratories on water.

The project has involved and supported the Universities to develop a curriculum that teaches Multilateral Environmental Agreements to students. This will help in knowledge transfers and development on short courses.

The project also supported the development and validation of the Environment Management and Coordination Regulations 2018. The regulation provides for proper chemicals management through its life-cycle which shall be enforced. The regulation will support -Environment, Safety and Health, Hazard and Toxic Chemicals, Ecotoxicology of chemicals used, Management, safety, handling and storage, Obsolete chemicals and Chemicals banned in other countries.

**3. BEP and BAT**

The project has encouraged the use of Best Environmental Practices and Best Alternative Technology in the management of Chemicals and Waste in the Medical Waste Sector. The project identified model health care facility and replicated this in the 4 counties where waste will be disposed well. This will reduce the number of dioxins and furans Chemical pollutants released into the environment. The process of retrofitting incinerators in two hospitals is underway.

**4. Market place practices-**

The project in the procurement of goods and services

a) Uses the Ministry's procedures in procurement fully and in compliance with public procurement and Asset Disposal Act 2015. This ensures that proper guidelines and processes have been followed to enable smooth operations of the project, competitiveness and value for money is achieved.
b) Vulnerable groups of Youth, Women and Disables have been incorporated in the quotations and tendering processes of the project.

5. **Community Engagements-**

The project involves county governments and Civil Society in trainings of members of the community in 3R's circular economy. The project has identified CBOS that need to be supported through NEMA and County Governments to be able to benefit directly by providing equipment for recycling

## 4. STATEMENT OF PROJECT MANAGEMENT RESPONSIBILITIES

ıe *Principal Secretary* for the Ministry of Environment and Forestry and the *Project Manager* for *Sound hemicals Management Mainstreaming and UPOPs Reduction in Kenya project* is responsible for the ·eparation and presentation of the Project's financial statements, which give a true and fair view of the state f affairs of the Project for and as at the end of the financial year ended on June 30, 2020. This ɛsponsibility includes: (i) maintaining adequate financial management arrangement and ensuring that these ontinue to be effective throughout the reporting period; (ii) maintaining proper accounting records, which lisclose with reasonable accuracy at any time the financial position of the Project; (iii) designing, mplementing and maintaining internal controls relevant to the preparation and fair presentation of the ;inancial statement, and ensuring that they are free from material misstatements, whether due to error or fraud; (iv) safeguarding the assets of the Project; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The *Principal Secretary* for the Ministry of Environment and Forestry and the *Project Manager* for *Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya project* accept responsibility for the Project'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.

The *Principal Secretary* for the Ministry of Environment and Forestry and the *Project Manager* for *Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya project* is of the opinion that the Project's financial statements give a true and fair view of the state of Project's transactions during the financial year ended June 30, 2020, and of the Project's financial position as at that date. The *Principal Secretary* for Ministry of Environment and Forestry and the *Project Manager* for *Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya project* further confirm the completeness of the accounting records maintained for the Project, which have been relied upon in the preparation of the Project financial statements as well as the adequacy of the systems of internal financial control.

The *Principal Secretary* for the Ministry of Environment and Forestry and the *Project Manager* for *Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya project* confirm that the Project has complied fully with applicable Government Regulations and the terms of external financing covenants, and that Project funds received during the financial year/period under audit were used for the eligible purposes for which they were intended and were properly accounted for.

**Approval of the Project financial statements**

The Project financial statements were approved by the *Principal Secretary* for the Ministry of Environment and Forestry, and the *Project Manager* for *Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya project* on 10/11/ 2020 and signed by them.

| | | |
|---|---|---|
| Principal Secretary<br>Name | Project Manager<br>Name Mayiani Saino | Project Accountant:<br>Name: NANCY NARASHA<br>ICPAK Member Number: |

# REPUBLIC OF KENYA

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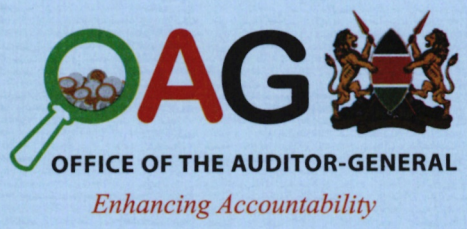
Website: www.oagkenya.go.ke




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

## REPORT OF THE AUDITOR-GENERAL ON SOUND CHEMICALS MANAGEMENT MAINSTREAMING AND UPOPs REDUCTION IN KENYA PROJECT (GRANT NO. 99820) FOR THE YEAR ENDED 30 JUNE, 2020 - MINISTRY OF ENVIRONMENT AND FORESTRY

REPORT ON THE FINANCIAL STATEMENTS

### Opinion

I have audited the accompanying financial statements of Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya Project set out on pages 1 to 20, which comprise the statement of financial assets as at 30 June, 2020, and the statement of receipts and payments, statement of cash flows and the statement of comparative budget and actual amounts for the year then ended, and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which, to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya Project as at 30 June, 2020, and of its financial performance and its cash flows for the year then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Financing Agreement No. P0099820 dated 21 July, 2016 between the United Nation Development Programme (UNDP) and the Government of the Republic of Kenya and the Public Finance Management Act, 2012.

In addition, the special accounts statement presents fairly in all material respect, the funds received and disbursements made from the special account of the Project for the year ended 30 June, 2020.

### Basis of Opinion

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

## Key Audit Matters

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

## Other Matter

### 1. Budget Control and Performance

The statement of comparative budget and actual amounts reflects receipts budget and actual amounts on comparable basis of Kshs.147,000,000 and Kshs.83,392,558 respectively resulting to an under-funding of Kshs.63,607,442 or 43% of the budget. Similarly, the Project spent an amount of Kshs.89,829,100 or 61% of the approved budget of Kshs.147,000,000 resulting to an under absorption of Kshs.57,170,900 or 39% of the approved budget. Management has attributed the slow absorption to delays in procurement of goods and services as well as the effect of COVID 19 pandemic which affected policy finalization and training.

The project was not able to absorb all its budget which is an indication that the planned activities may not have been implemented thereby denying services to the public.

### 2. Pending Accounts Payables

As disclosed under Note 11.0 - Other important disclosures to the financial statements are pending bills amounting to Kshs.5,263,112 as at 30 June, 2020. Management has not provided reasons for non-payment. Failure to settle bills during the year in which they relate to distorts the financial statements and adversely affects the budgetary provisions for the subsequent year.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

## Conclusion

As required by Article 229(6) of the Constitution, based on the procedures performed, I confirm that, nothing 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

The audit was conducted in accordance with ISSAI 4000. The Standard requires that I comply with ethical requirements and plan and perform the review so as to obtain limited assurance as to 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

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the procedures performed, I confirm that, nothing has come to my attention to cause me to believe that internal controls, risk management and overall governance were not effective.

### Basis for Conclusion

The audit was conducted in accordance with ISSAI 2315 and ISSAI 2330. The Standards require that I plan and perform the review so as to obtain limited assurance as to whether effective processes and systems of internal control, risk management and 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

The 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 the 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 Project's ability to sustain its services, disclosing, as applicable, matters related to sustainability of services and using the sustainability of services basis of accounting unless Management is aware of the intention to liquidate the Project or 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 manner.

Those charged with governance are responsible for overseeing the Project's financial process, reviewing the effectiveness of how the Project 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, are in place, 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 review 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 review of compliance, I consider internal control 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 control would not necessarily disclose all matters in the internal control 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 control may not prevent or detect misstatements and instances of non-compliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the Project's policies and procedures may deteriorate.

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

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

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Management.

- Conclude on the appropriateness of the Management's use of the sustainability of services 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 Project's ability 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 Project 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 of the project or implementation activities within the Project to express an opinion on the financial statements.

- Perform such other procedures as I consider necessary in the circumstances.

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

**Nancy Gathungu**
**AUDITOR-GENERAL**

**Nairobi**

**21 December, 2020**

## 6. STATEMENT OF RECEIPTS AND PAYMENTS FOR THE PERIOD ENDED 30TH JUNE 2020

| | Note | FY 2019/20 | | FY 2018/19 | | Cumulative to Date |
|---|---|---|---|---|---|---|
| | | Receipts and payments controlled by the entity | Receipts and Payments made by third parties | Receipts and payments controlled by the entity | Payments made by third parties | |
| | | Kshs | Kshs | Kshs | Kshs | Kshs |
| **RECEIPTS** | | | | | | |
| Receipts from Government of Kenya | **10.3** | 792,000 | | - | - | **3,718,636** |
| Proceeds from Domestic and Foreign Grants | **10.4** | 39,334,180 | 43,266,378 | 30,311,505 | 12,314,924 | **190,317,353** |
| **TOTAL REVENUES** | | **40,126,180** | **43,266,378** | **30,311,505** | **12,314,924** | **194,035,989** |
| **PAYMENTS** | | | | | | |
| Compensation of Employees | **10.5** | 12,717,786 | 3,018,357 | 8,247,504 | 4,517,906 | 45,794,499 |
| Purchase of goods and services | **10.6** | 33,341,336 | 40,248,021 | 21,499,204 | 1,773,218 | 137,036,781 |
| Social Security Benefits | **10.7** | - | - | - | - | 3,124,800 |
| Acquisition of Non-financial Assets | **10.8** | 503,600 | - | | 6,023,800 | 7,583,365 |
| **TOTAL PAYMENTS** | | **46,562,722** | **43,266,378** | **29,746,708** | **12,314,924** | **199,905,710** |
| | | | | | | |
| **SURPLUS/DEFICIT** | | **(6,436,542)** | - | **564,797** | - | **(5,869,721)** |

The accounting policies and explanatory notes to these financial statements are an integral part of the financial statements.

| Principal Secretary | Project Manager | Project Accountant |
|---|---|---|
| Name: | Name: Mayiani Saino | Name NANCY NARASHA |
| | | ICPAK Member Number: |

## 7. STATEMENT OF FINANCIAL ASSETS AS AT 30TH JUNE 2020

| | Note | FY 2019/20 Kshs | FY 2018/19 Kshs |
|---|---|---|---|
| Bank Balances | 10.9 | 638,022 | 708,320 |
| Cash Balances | | - | - |
| Cash Equivalents (Short term deposits) | | - | - |
| **Total Cash and Cash equivalents** | | **638,022** | **708,320** |
| Outstanding Imprests & Advances | | - | - |
| **TOTAL FINANCIAL ASSETS** | | **638,022** | **708,320** |
| Fund balance b/fwd | 10.10 | 708,322 | 143,523 |
| Surplus / (deficit) for the year | | (6,436,542) | 564,797 |
| Prior Year Adjustment | 10.11 | 6,366,243 | |
| **NET FINANCIAL POSITION** | | **638,022** | **708,320** |

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The financial statements were approved on 10/11/ 2020 and signed by:

Principal Secretary
Date

Project Manager
Date 10/11/2020

Project Accountant
Date 10/11/2020
ICPAK Member Number:

## 8. STATEMENT OF CASHFLOW FOR THE PERIOD 30TH JUNE 2020

| | Note | FY 2019/20 Kshs | FY 2018/19 Kshs AUDITED |
|---|---|---|---|
| **CASH FLOW FROM OPERATING ACTIVITIES** | | | |
| **Receipts for operating income** | | | |
| Receipts from Government of Kenya | 10.3 | 792,000 | 0 |
| Proceeds from Domestic and Foreign Grants | 10.4 | 39,334,180 | 30,311,505 |
| | | **40,126,180** | **30,311,505** |
| **Payments for operating expenses** | | | |
| Compensation of Employees | 10.5 | (12,717,786) | (8,247,504) |
| Purchase of goods and services | 10.6 | (33,341,336) | (21,499,204) |
| Social security benefits | 10.7 | 0 | 0 |
| | | **(46,059,122)** | **(29,746,708)** |
| **Adjusted for:** | | | |
| Change in Imprests & Advances | | | 0 |
| Prior Year Adjustments | 10.11 | 6,366,243 | 0 |
| **Net cashflow from operating activities** | | **433,300** | **564,797** |
| **CASHFLOW FROM INVESTING ACTIVITIES** | | | |
| Acquisition of Non-financial Assets | 10.8 | (503,599) | |
| **Net cash flows from Investing Activities** | | **(503,599)** | 0 |
| **Net cash flow from financing activities** | | **0** | **0** |
| **NET INCREASE IN CASH AND CASH EQUIVALENT** | | **(70,299)** | **564,797** |
| **Cash and cash equivalent at BEGINNING of the year** | | **708,320** | **143,523** |
| **Cash and cash equivalent at END of the year** | | **638,022** | **708,320** |

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The entity financial statements were approved on 10/11 2020 and signed by:

Principal Secretary
Date

Project Manager
Date 10/11/2020

Project Accountant
Date 10/11/2020
ICPAK Member No:

## 9. STATEMENT OF COMPARATIVE BUDGET AND ACTUAL AMOUNTS

| Receipts/Payments 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 % |
| **Receipts/Payments Item** | | | | | | |
| | | | | | | |
| **Receipts** | | | | | | |
| Receipts from Government of Kenya | 30,000,000 | - | 30,000,000 | 792,000 | 29,208,000 | 3% |
| Proceeds from Domestic and Foreign Grants | 117,000,000 | - | 117,000,000 | 82,600,558 | 34,399,442 | 71% |
| **Total Receipts** | **147,000,000** | - | **147,000,000** | **83,392,558** | **63,607,442** | 57% |
| | | | | | | |
| **Payments** | | | | | | |
| Compensation of employees | 15,736,143 | - | 15,736,143 | 15,736,143 | - | 100% |
| Use of goods and services | 130,760,257 | - | 130,760,257 | 73,589,357 | 57,170,900 | 56% |
| Acquisition of non-financial Assets | 503,600 | - | 503,600 | 503,600 | - | 100% |
| **Total Payments** | **147,000,000** | | **147,000,000** | **89,829,100** | **57,170,900** | **61%** |

Note: The significant budget utilisation/performance differences in the last column are explained in **Annex 1** to these financial statements.

Principal Secretary
Date

Project Manager
Date 10/11/2020

Project Accountant
Date 10/11/2020
ICPAK Member No:

## 10. NOTES TO THE FINANCIAL STATEMENTS

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

### 10.1 Basis of Preparation

#### 10.1.1 Statement of compliance and basis of preparation

The financial statements have been prepared in accordance with Cash-basis IPSAS financial reporting under the cash basis of Accounting, as prescribed by the PSASB and set out in the accounting policy note below. This cash basis of accounting has been supplemented with accounting for: a) receivables that include imprests and salary advances and b) payables that include deposits and retentions.
The financial statements comply with and conform to the form of presentation prescribed by the PSASB.

The accounting policies adopted have been consistently applied to all the years presented.

#### 10.1.2 Reporting entity

The financial statements are for the Project Sound Chemicals Management Mainstreaming and UPOPs Reduction under National Government of Kenya. The financial statements encompass the reporting entity as specified in the relevant legislation PFM Act 2012 .

#### 10.1.3 Reporting currency

The financial statements are presented in Kenya Shillings (KShs), which is the functional and reporting currency of the Project and all values are rounded to the nearest Kenya Shilling.

### 10.2 Significant Accounting Policies

**a) Recognition of receipts**

The Project recognises all receipts from the various sources when the event occurs, and the related cash has actually been received by the Government.

- **Transfers from the Exchequer**

Transfer from Exchequer is be recognized in the books of accounts when cash is received. Cash is considered as received when payment instruction is issued to the bank and notified to the receiving entity.

- **External Assistance**

External assistance is received through grants and loans from multilateral and bilateral development partners.

## SIGNIFICANT ACCOUNTING POLICIES (Continued)

***Donations and grants***

Grants and donations shall be recognized in the books of accounts when cash is received. Cash is considered as received when a payment advice is received by the recipient entity or by the beneficiary. In case of grant/donation in kind, such grants are recorded upon receipt of the grant item and upon determination of the value. The date of the transaction is the value date indicated on the payment advice.

***Proceeds from borrowing***

Borrowing includes Treasury bill, treasury bonds, corporate bonds, sovereign bonds and external loans acquired by the Project or any other debt the Project may take on will be treated on cash basis and recognized as a receipt during the year they were received.

***Undrawn external assistance***

These are loans and grants at reporting date as specified in a binding agreement and relate to funding for the Project currently under development where conditions have been satisfied or their ongoing satisfaction is highly likely and the project is anticipated to continue to completion. An analysis of the Project's undrawn external assistance is shown in the funding summary

- **Other receipts**

  These include Appropriation-in-Aid and relates to receipts such as proceeds from disposal of assets and sale of tender documents. These are recognized in the financial statements the time associated cash is received.

**b) Recognition of payments**

The Project recognises all payments when the event occurs, and the related cash has actually been paid out by the Project.

- **Compensation of employees**

  Salaries and Wages, Allowances, Statutory Contribution for employees are recognized in the period when the compensation is paid.

- **Use of goods and services**

  Goods and services are recognized as payments in the period when the goods/services are consumed and paid for. If not paid for during the period where goods/services are consumed, they shall be disclosed as pending bills.

- **Interest on borrowing**

  Borrowing costs that include interest are recognized as payment in the period in which they incurred and paid for.

## SIGNIFICANT ACCOUNTING POLICIES (Continued)

- **Repayment of borrowing (principal amount)**

The repayment of principal amount of borrowing is recognized as payment in the period in which the repayment is made. The stock of debt is disclosed as an annexure to the consolidated financial statements.

- **Acquisition of fixed assets**

The payment on acquisition of property plant and equipment items is not capitalized. The cost of acquisition and proceeds from disposal of these items are treated as payments and receipts items respectively. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration and the fair value of the asset can be reliably established, a contra transaction is recorded as receipt and as a payment.

A fixed asset register is maintained by each public entity and a summary provided for purposes of consolidation. This summary is disclosed as an annexure to the consolidated financial statements.

### c) In-kind donations

In-kind contributions are donations that are made to the Project 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 Project includes such value in the statement of receipts and payments both as receipts and as payments in equal and opposite amounts; otherwise, the contribution is not recorded.

### d) Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and cash at bank, short-term deposits on call and highly liquid investments with an original maturity of three months or less, which are readily convertible to known amounts of cash and are subject to insignificant risk of changes in value. Bank account balances include amounts held at the Central Bank of Kenya and at various commercial banks at the end of the financial year. For the purposes of these financial statements, cash and cash equivalents also include short term cash imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year.

***Restriction on cash***

Restricted cash represents amounts that are limited/restricted from being used to settle a liability for at least twelve months after the reporting period. This cash is limited for direct use as required by stipulation. Amounts maintained in deposit bank accounts are restricted for use in refunding third part deposits

.

## SIGNIFICANT ACCOUNTING POLICIES (Continued)

**e) 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 is treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as payments 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.

**f) Contingent Liabilities**

A contingent liability is:

a) A possible obligation that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity; or
b) A present obligation that arises from past events but is not recognised because:
   (i) It is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; or
   (ii) The amount of the obligation cannot be measured with sufficient reliability.

Some of contingent liabilities may arise from: litigation in progress, guarantees, indemnities. Letters of comfort/ support, insurance, Public Private Partnerships,

The Entity does not recognize a contingent liability but discloses details of any contingencies in the notes to the financial statements unless the possibility of an outflow of resources embodying economic benefits or service potential is remote. **Annex 4** of this financial statement is a register of the contingent liabilities in the year.

Section 89 (2) (i) of the PFM Act requires the National Government to report on the payments made, or losses incurred, by the county government to meet contingent liabilities as a result of loans during the financial year, including payments made in respect of loan write-offs or waiver of interest on loans

**g) Contingent Assets**

The Entity does not recognize a contingent asset, but discloses details of a possible asset whose existence is contingent on the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Entity in the notes to the financial statements. Contingent assets are assessed continually to ensure that developments are appropriately reflected in the financial statements. If it has become virtually certain that an inflow of economic benefits or service potential will arise and the asset's value can be measured reliably, the asset and the related revenue are recognized in the financial statements of the period in which the change occurs.

**h) Pending bills**

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. As pending bills do not involve the payment of cash in the reporting period, they recorded as 'memorandum' or 'off-balance' items to provide a sense of the overall net cash position of the Project at the end of the year. When the pending bills are finally settled, such payments are included in the statement of receipts and payments in the year in which the payments are made.

**i) Budget**

The budget is developed on a comparable accounting basis (cash basis), the same accounts classification basis (except for accounts receivable - outstanding imprest and clearance accounts and accounts payable - deposits, which are accounted for on an accrual basis), and for the same period as the financial statements. The Project's budget was approved as required by Law and National Treasury Regulations, as well as by the participating development partners, as detailed in the Government of Kenya Budget Printed Estimates for the year. The Development Projects are budgeted for under the MDAs but receive budgeted funds as transfers and account for them separately. These transfers are recognised as inter-entity transfers and are eliminated upon consolidation.

A high-level assessment of the Project's actual performance against the comparable budget for the financial year/period under review has been included in an annex to these financial statements.

**j) Third party payments**

Included in the receipts and payments, are payments made on its behalf by to third parties in form of grants. These payments do not constitute cash receipts and payments and are disclosed in the payment to third party's column in the statement of receipts and payments.

During the year **Kshs 43,266,378** being grants disbursements were received in form of direct payments from third parties.

**k) Exchange rate differences**

The accounting records are maintained in the functional currency of the primary economic environment in which the Project operates, Kenya Shillings. Transactions in foreign currencies during the year/period are converted into the functional currency using the exchange rates prevailing at the dates of the transactions. Any foreign exchange gains and losses resulting from the settlement of such transactions and from the translation at year-end exchange rates of monetary assets and liabilities denominated in foreign currencies are recognised in the statements of receipts and payments.

## SIGNIFICANT ACCOUNTING POLICIES (Continued)

### l) Comparative figures

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

### m) Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended June 30, 2020

### n) Errors

Material prior period errors shall be corrected retrospectively in the first set of financial statements authorized for issue after their discovery by: i. Restating the comparative amounts for prior period(s) presented in which the error occurred; or ii. If the error occurred before the earliest prior period presented, restating the opening balances of assets, liabilities and net assets/equity for the earliest prior period presented.

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

## 10.3 RECEIPTS FROM GOVERNMENT OF KENYA

These represent counterpart funding and other receipts from government as follows:

| | 2019/20 | 2018/19 | Cumulative |
|---|---|---|---|
| | KShs | KShs | to-date (from inception) |
| ***Counterpart funding through Ministry of Environment and Forestry*** | | | |
| Counterpart funds Quarter 1 | 88,400 | - | 88,400 |
| Counterpart funds Quarter 2 | 299,800.00 | - | 299,800.00 |
| Counterpart funds Quarter 3 | 403,800 | - | 3,330,436 |
| Counterpart funds Quarter 4 | - | - | |
| **Total** | **792,000** | **00** | **3,718,636** |

## 10.4 PROCEEDS FROM DOMESTIC AND FOREIGN GRANTS

During the 12 months to 30 June 2020 we received grants from donors as detailed in the table below:

| **Name of Donor** | **Date received** | **Amount received in donor currency** | **Grants received in cash** | **Grants received as direct payment*** | **Grants received in kind** | **Total amount in KShs** | |
|---|---|---|---|---|---|---|---|
| | | | | | | FY2019/20 | FY2018/19 |
| | | | KShs | KShs | KShs | KShs | KShs |
| Grants Received from Local Individuals and organisations | | | | | | | |
| UNDP | 22nd August 2019 | | 23,500,000 | | - | 23,500,000 | 42,626,429 |
| UNDP | 16th January 2020 | | 6,088,500 | | | 6,088,500 | |
| UNDP | 27th May 2020 | | 9,745,680 | | | 9,745,680 | |
| | | | | 43,266,378 | | 43,266,378 | |
| **Total** | | - | **39,334,180** | **43,266,378** | - | **82,600,558** | **42,626,429** |

## NOTES TO THE FINANCIAL STATEMENTS (Continued)

### 10.5 COMPENSATION OF EMPLOYEES

| | FY 2019/20 | | | FY 2018/19 | Cumulative to date |
|---|---|---|---|---|---|
| | Payments made by the Ministry of Environment and Forestry | Payments made by UNDP | Total Payments | | |
| - | KShs | KShs | KShs | KShs | Kshs |
| Net Salary of permanent Employees | 9,148,574 | 3,018,357 | 12,166,930 | 12,765,410 | 42,225,287 |
| Net salary of temporary employees | 468,464 | | 468,464 | | 468,464 |
| PAYE, NSSF, Mazingira | 3,100,7489 | | 3,100,749 | | 3,100,749 |
| **Total** | **12,717,786** | **3,018,357** | **15,736,143** | **12,765,410** | **45,794,500** |

*Note: The salaries paid by UNDP are for 2017/18 Financial year now being regularized into the AIA expenditure.*

## NOTES TO THE FINANCIAL STATEMENTS (Continued)

## 10.6 PURCHASE OF GOODS AND SERVICES

| | FY 2019/20 | | | FY 2018/19 | Cumulative to- date |
|---|---|---|---|---|---|
| | Payments made by MEF | Payments made by UNDP | Total Payments | | |
| | KShs | KShs | KShs | KShs | KShs |
| Utilities, supplies and services | 65,000 | | 65,000 | - | 1,093,532 |
| Communication, supplies and services | 204,000 | | 204,000 | 471,200 | 675,200 |
| Domestic travel and subsistence | 9,161,225 | - | 9,161,225 | 5,312,772 | 20,570,827 |
| Foreign travel and subsistence | 1,564,496 | | 1,564,496 | 1,970,637 | 7,874,114 |
| Training expenses | 1,446,000 | - | 1,446,000 | 3,839,700 | 31,641,850 |
| Hospitality supplies and services | 1,520,106 | - | 1,520,106 | 4,477,770 | 9,244,456 |
| Other operating expenses: Vehicle Fuel | 397,824 | | 397,824 | 0 | 3,620,254 |
| Consultancy | 0 | - | 0 | 0 | 1,882,642 |
| PAYE, special force | 0 | - | 0 | 0 | 369,100 |
| Routine maintenance – vehicles and other transport equipment | 599,902 | - | 599,902 | 0 | 599,902 |
| Refunds to Development Account (GOK) | 6,366,243 | | 6,366,243 | 6,366,243 | 6,366,243 |
| Monitoring and Evaluation | 12,016,540 | - | 12,016,540 | 834,100 | 12,850,640 |
| HCWM Commodities | | 10,931,708 | 10,931,708 | 0 | 10,931,708 |
| AIA DSA regularization | | 29,316,313 | 29,316,313 | 0 | 29,316,313 |
| **Total** | **33,341,336** | **40,248,021** | **73,589,357** | **23,272,422** | **137,036,781** |

*Note: During the year, the AIA expenditure done by the project in previous years are being captured and regularized.*

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

## 10.7 SOCIAL SECURITY BENEFITS

| | 2019/20 | | | 2018/19 | Cumulative to- date |
|---|---|---|---|---|---|
| | Payments made by the Entity in Cash | Payments made by third parties | Total Payments | | |
| | KShs | KShs | KShs | KShs | KShs |
| Gratuity | 0 | 0 | 0 | 0 | 3,124,800 |
| | | | | | |
| **Total** | 0 | 0 | 0 | 0 | 3,124,800 |

## 10.8 ACQUISITION OF NON-FINANCIAL ASSETS

| | FY 2019/2020 | | | FY 2018/19 | Cumulative to-date |
|---|---|---|---|---|---|
| | Payments made by the Ministry of Environment and Forestry in Cash | Payments made by UNDP | Total Payments | | |
| | KShs | KShs | KShs | KShs | KShs |
| Purchase of vehicles FORD RANGER- DOUBLE CAB GKB 999T | | - | - | 3,961,800 | 3,961,800 |
| Purchase of office furniture & general equipment | 503,600 | - | 503,600 | 2,062,000 | 3,621,565 |
| **Total** | 503,600 | - | 503,600 | 6,023,800 | 7,583,365 |

*During the period, the project bought 4 laptops and 1 laptop got lost through theft **

## NOTES TO THE FINANCIAL STATEMENTS (Continued)

## 10.9 CASH AND CASH EQUIVALENTS CARRIED FORWARD

| | 2019/20 | 2018/19 |
|---|---|---|
| | KShs | KShs |
| Bank accounts (Note 9.9A) | 638,022 | 708,320 |
| Cash in hand | - | - |
| Cash equivalents (short-term deposits) | - | |
| **Total** | **638,022** | **708,320** |

### 10.9 A Bank Accounts

The project has three project accounts spread within the project implementation area and 2 special deposit accounts managed by the National Treasury as listed below:

**Project Bank Accounts**

1. Central Bank of Kenya 1000288547-Special Deposit Account (not active)
2. Central Bank of Kenya 1000407867-Special Deposit Account
3. Central Bank of Kenya 1000392387- Project operating account

| | 2019/20 | 2018/19 |
|---|---|---|
| | KShs | KShs |
| **Special Deposit Accounts** | | |
| Central Bank of Kenya [A/c No 1000288547] | 1000.00 | 1000.00 |
| Central Bank of Kenya [A/C 1000407867] | **0.80** | **0.80** |
| **Total balances (KSH)** | **1000.80** | **1000.80** |
| **Local Currency Accounts** | | |
| Central Bank of Kenya [A/c No 1000392387] | 638,022 | 708,320 |
| **Total local currency balances** | 638,022 | 708,320 |
| **Total bank account balances** | **638,022** | **708,320** |

**Special Deposit Accounts**

The balances in the Project's Special Deposit Account(s) as at 30th June 2020 are not included in the Statement of Financial Assets since they are below the line items and are yet to be drawn into the Exchequer Account as a voted provision.

Below is the Special Deposit Account (SDA) movement schedule which shows the flow of funds that were voted in the year. These funds have been reported as loans/grants received in the year under the Statement of Receipts and Payments.

**Special Deposit Accounts Movement Schedule**

| | 2019/20 | 2018/19 |
|---|---|---|
| | KShs | KShs |
| **(i) A/C Name [A/c No1000288547]**<br>**UNDP Support to Country Programs** | | |
| Opening balance | 1000 | 1,000 |

| | | |
|---|---|---|
| Total amount deposited in the account | - | 14,393,000 |
| Total amount withdrawn (as per Statement of Receipts & Payments) | - | - 14,393,000 |
| **Closing balance (*as per SDA bank account reconciliation attached*)** | **1000** | **1,000** |

| | 2019/20 | 2018/19 |
|---|---|---|
| | KShs | KShs |
| **(ii) A/C [1000407867]**<br>**Name: Sound *Chemicals Management Mainstreaming and Upops Reduction In Kenya*** | | |
| Opening balance | | 00 |
| Total amount deposited in the account | 39,334,180.80 | 15,918,505 |
| Total amount withdrawn (as per Statement of Receipts & Payments) | 39,334,180.00 | -15,918,505 |
| | | |
| **Closing balance (*as per SDA bank account reconciliation attached*)** | **0.80** | **00** |

## 10.10 FUND BALANCE BROUGHT FORWARD

| CASH AND CASH EQUIVALENTS B/FWD | 2019/20 | 2018/19 |
|---|---|---|
| | KShs | KShs |
| | | |
| Bank accounts | 708,322 | 143,523 |
| Cash in hand | - | - |
| Cash equivalents (short-term deposits) | - | - |
| Outstanding imprests and advances | - | |
| | | |
| **Total** | **708,322** | **143,523** |

## 10.11 PRIOR YEAR ADJUSTMENT

| | Balance b/f FY 2019/2020 as per Financial statements | Adjustments | Adjusted Balance b/f FY 2019/2020 |
|---|---|---|---|
| **Description of the error** | **Kshs** | **Kshs** | **Kshs** |
| Bank account Balances | 708,322 | 6,366,243 | 7,074,565 |
| | **708,322** | 6,366,243 | **7,074,565** |

*Note: Refund to the Ministry of Environment Development Account amounting to Kshs 6,366,243 was recorded in the Cash book as an expenditure for 2018/19FY. However, it was not reflected as an expenditure in the bank account during 2018/19FY, now adjusted in 2019/20 FY and captured as an expenditure*

## 11.0 OTHER IMPORTANT DISCLOSURES

### 11.1 PENDING ACCOUNTS PAYABLE (See Annex 2A)

| Description | Balance b/f FY 2018/2019 Kshs | Additions for the period Kshs | Paid during the year Kshs | Balance c/f FY 2019/2020 Kshs |
|---|---|---|---|---|
| Supply of goods | 0 | 2,032,000 | 0 | 2,032,000 |
| Supply of services | | 2,953,994 | 7,207 | 2,946,787 |
| **Total** | **0** | **4,985,994** | **7,207** | **4,978,787** |

### 11.2 OTHER PENDING PAYABLES (See Annex 2C)

| Description | Balance b/f FY 2018/2019 Kshs | Additions for the period Kshs | Paid during the year Kshs | Balance c/f FY 2019/2020 Kshs |
|---|---|---|---|---|
| PAYEE | 00 | 282,625 | 00 | 282,625 |
| NHIF | | 1700 | 00 | 1700 |
| **Total** | **00** | **284,325** | **00** | **284,325** |

### 11.3 External Assistance

| Description | FY 2019/2020 Kshs | FY 2018/2019 Kshs |
|---|---|---|
| External assistance received in cash | 39,334,180 | 30,311,505 |
| External assistance received as loans and grants | 00 | 00 |
| External assistance received in kind- as payment by third parties | 43,266,378 | 12,314,924 |
| **Total** | **82,600,558** | **42,626,429** |

*a) External assistance relating loans and grants*

| Description | FY 2019/2020 Kshs | FY 2018/2019 Kshs |
|---|---|---|
| External assistance received as loans | 00 | 00 |
| External assistance received as grants | 00 | 00 |
| **Total** | **00** | **00** |

*b) Undrawn external assistance*

| Description | Purpose for which the undrawn external assistance may be used | FY 2019/2020 Kshs | FY 2018/2019 Kshs |
|---|---|---|---|
| Undrawn external assistance - loans | | 00 | 00 |
| Undrawn external assistance - grants | Procurement of Incinerator, Non-Burn Technology, Shredders, Balers, Bins and Consultancies | 261,182,647 | 343,783,205 |
| **Total** | | **261,182,647** | **343,783,205** |

*C)Classes of providers of external assistance*

| Description | FY 2019/2020 Kshs | FY 2018/2019 Kshs |
|---|---|---|
| Multilateral donors UNDP | **82,600,558** | **42,626,429** |
| Bilateral donors | 00 | 00 |
| International assistance organization | 00 | 00 |
| NGOs | 00 | 00 |
| National Assistance Organization | 00 | 00 |
| **Total** | **82,600,558** | **42,626,429** |

*External Assistance given is to meet the objective of the project in protecting human life and the environment from harmful releases of unintentionally persistent organic pollutants from medical wastes and municipal wastes through banning open burning of waste.*

***d. Non-monetary external assistance***

| Description | FY 2019/2020 Kshs | FY 2018/2019 Kshs |
|---|---|---|
| Goods | 00 | 00 |
| Services | 00 | 00 |
| **Total** | **00** | **00** |

*There were no donations received during the year.*

***e Purpose and use of external assistance***

| PAYMENTS MADE BY THIRD PARTIES | FY 2019/2020 Kshs | FY 2018/2019 Kshs |
|---|---|---|
| Compensation of Employees | 3,018,357 | 4,517,906 |
| Use of goods and services | 40,248,021 | 1,773,218 |
| Acquisition of Assets | 00 | 6,023,800 |
| **TOTAL** | **43,266,378** | **12,314,924** |

### *f. External Assistance paid by Third Parties on behalf of the Entity by Source*

| | FY 2019/2020 | FY 2018/2019 |
|---|---|---|
| **Description** | **Kshs** | **Kshs** |
| National government | **00** | 00 |
| Multilateral donors | **43,266,378** | 12,314,924 |
| Bilateral donors | 00 | 00 |
| International assistance organization | 00 | 00 |
| NGOs | 00 | 00 |
| National Assistance Organization | 00 | 00 |
| **Total** | **43,266,378** | **12,314,924** |

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

**B. PROGRESS ON FOLLOW UP OF PRIOR YEAR AUDITOR'S RECOMMENDATIONS**

The following is the summary of issues raised by the external auditor, and management comments that were provided to the auditor. We have nominated focal persons to resolve the various issues as shown below with the associated time frame within which we expect the issues to be resolved.

| Reference No. on the external audit Report | Issue / Observations from Auditor | Management comments | Focal Point person to resolve the issue *(Name and designation)* | Status: *(Resolved / Not Resolved)* | Timeframe: *(Put a date when you expect the issue to be resolved)* |
|---|---|---|---|---|---|
| | There were no key audit observations made during the period | | | | |
| | | | | | |
| | | | | | |

***Guidance Notes:***

(i) Use the same reference numbers as contained in the external audit report;

(ii) Obtain the "Issue/Observation" and "management comments", required above, from final external audit report that is signed by Management;

(iii) Before approving the report, discuss the timeframe with the appointed Focal Point persons within your entity responsible for implementation of each issue;

(iv) Indicate the status of "Resolved" or "Not Resolved" by the date of submitting this report to National Treasury.

**Principal Secretary**

10/11/2020
**Date**

**Project Coordinator**

10/11/2020
**Date**

ANNEX 1 - VARIANCE EXPLANATIONS - COMPARATIVE BUDGET AND ACTUAL AMOUNTS

| | Final Budget | Actual on Comparable Basis | Budget Utilization Difference | % of Utilization | Comments on Variance |
|---|---|---|---|---|---|
| | a | b | c=a-b | d=b/a % | |
| **Receipts** | | | | | |
| Transfer from Government entities | 30,000,000 | 792,000 | 29,208,000 | **3%** | Delay in consultancy recruitment led to a lower absorption of the GOK funding |
| Proceeds from domestic and foreign grants | 117,000,000 | 82,600,558 | 34,399,442.4 | **71%** | Delay in delivery of contracted goods due to COVID 19 Pandemic |
| **Total Receipts** | **147,000,000** | **83,392,558** | **63,607,442.4** | **57%** | **Delays in procurement of goods and services and COVID 19 pandemic affected delivery of the project objectives in trainings and policy finalizations** |
| **Payments** | | | | | |
| Compensation of employees | 15,736,143 | 15,736,143 | - | **100%** | |
| Use of goods and services | 130,760,257 | 73,589,357 | 57,170,900 | **56%** | Delays in procurement of goods and services and COVID 19 pandemic affected delivery of the project objectives in trainings and policy finalizations |
| Acquisition of non-financial Assets | 503,600 | 503,600 | - | **100%** | |
| Total Payments | **147,000,000** | **89,829,100** | **57,170,900** | **61%** | Delays in procurement of goods and services and COVID 19 pandemic affected delivery of the project objectives in trainings and policy finalizations |

*Explain all variance below 90% and above 100%*

*(i) Delay in consultancy recruitment led to a lower absorption of the GOK funding*

*(ii) Delay in delivery of contracted goods due to COVID 19 Pandemic*

*(iii)* Delays in procurement of goods and services and COVID 19 pandemic affected delivery of the project objectives in trainings and policy finalizations

*(iv)* Delays in procurement of goods and services and COVID 19 pandemic affected delivery of the project objectives in trainings and policy finalizations

*(v)* Delays in procurement of goods and services and COVID 19 pandemic affected delivery of the project objectives in trainings and policy finalizations

## ANNEX 2A - ANALYSIS OF PENDING BILLS

| Supplier of Goods or Services | Original Amount | Date Contracted | Amount Paid To-Date | Outstanding Balance 2020 | Outstanding Balance 2019 | Comments |
|---|---|---|---|---|---|---|
| | a | b | c | d=a-c | | |
| **Supply of goods** | | | | | | |
| 1. Orivam Agencies Ltd | 2,032,000 | | 0 | 2,032,000 | 0 | Under payment |
| **Sub-Total** | **2,032,000** | | | **2,032,000** | **0** | |
| **Supply of services** | | | | | | |
| 2. Hill and Knowlton E.A Ltd | 1,464,444 | | 0 | 1,464,444.00 | 0 | Under payment process |
| 3. Pago Airways Travel Agency | 292,050 | | 0 | 292,050.00 | 0 | Under payment process |
| 4. Lake Naivasha Simba Lodge | 296,000 | | 5,103.45 | 290,896.55 | 0 | Under payment process |
| 5. Naivasha county Hotel | 122,000 | | 2,103.45 | 119,896.55 | 0 | Under payment process |
| 6. Mombasa Beach Hotel | 775,500 | | 0 | 775,500.00 | 0 | Under payment process |
| **Sub-Total** | **2,949,994** | | | **2,942,787.10** | **0** | |
| **Grand Total** | **4,981,994** | | | **4,974,787.10** | **0** | |

## ANNEX 2C - ANALYSIS OF OTHER PENDING PAYABLES

| Name | Brief Transaction Description | Original Amount | Date Payable Contracted | Amount Paid To-Date | Outstanding Balance 2020 | Outstanding Balance 2019 | Comments |
|---|---|---|---|---|---|---|---|
| | | a | b | c | d=a-c | | |
| **Amounts due to Third Parties** | | | | | | | |
| 1. NHIF | | 1700 | 31 Oct 2019 | 0 | 1700 | 0 | |
| 2. PAYEE | | 282,625 | 28th Feb 2020 | | 282,625 | 0 | |
| 3. | | | | | | | |
| **Sub-Total** | | **284,325** | | | **284,325** | **0** | |
| **Grand Total** | | | | | | | |

**ANNEX 3 – SUMMARY OF FIXED ASSET REGISTER**

| Asset class | Opening Cost (KShs) 2019/20 | *Purchases/Additions in the Year (KShs) 2019/20 | **Disposals in the Year (KShs) 2019/20 | Transfers in/(out) Kshs 2019/20 | Closing Cost (KShs) 2019/20 |
|---|---|---|---|---|---|
| | (a) | (b) | (c) | (d) | (e)= (a)+ (b)-(c)+(-)d |
| Office equipment, furniture and fittings | 1,055,965 | | | | 1,055,965 |
| ICT Equipment, | 2,062,000 | 503,600 | 0 | 0 | 2,565,600 |
| Ford Ranger -Double Cab GKB 999T | 3,961,800 | 0 | 0 | 0 | 3,961,800 |
| **Total** | **7,079,765** | **503,600** | **0** | **0** | **7,583,365** |

***Note:****1 laptop worth Kshs.125,900 was lost through theft and police abstract attached. The process of disposal ongoing.*

| **ANNEX 4 CONTINGENT LIABILITIES REGISTER** | | | | | | |
|---|---|---|---|---|---|---|
| | | | | | | |
| | **Nature of contingent liability** | **Payable to** | **Currency** | **Estimated Amount Kshs** | **Expected date of payment** | **Remarks** |
| 1 | N/A | | | | | |
| 2 | | | | | | |
| 3 | | | | | | |

## APPPENDICES

i. Bank Reconciliations
ii. Cash Count Certificate
iii. Special Deposit Account(s) reconciliation statement(s)
iv. Co-financing schedule

co-finance calculation.xlsx

v. Asset Registry

# BANK RECONCILIATION STATEMENT AS AT 30TH JUNE 2020

| | | |
|---|---|---|
| Bank closing balance as at 30th June 2020 | | 2,441,850.85 |
| **Less uncleared payment by bank** | | |
| Meshack Odago | Inspection and acceptance of the gas chomatography in Kisumu | 22,400.00 |
| Mercy Kimani | Inspection and acceptance of the gas chomatography in Kisumu | 28,000.00 |
| NANCY NARASHA | Inspection and acceptance of the gas chomatography in Kisumu | 28,000.00 |
| Francis Kihumba | Inspection and acceptance of the gas chomatography in Kisumu | 28,000.00 |
| Julia Mayiani Saino | Inspection and acceptance of the gas chomatography in Kisumu | 78,400.00 |
| Interns stipend tax obligation | PAYE | 594.50 |
| Klass Travel and Tours Ltd | Air Tickets to Mombasa | 525,000.00 |
| Klass Travel and Tours Ltd | Air Tickets to Mombasa- | 42,000.00 |
| Utalii Hotel | conference services | 77,000.00 |
| PAGO AiRWAYS TRAVEL SERVICES | Air Tickets services | 23,100.00 |
| PAGO AiRWAYS TRAVEL SERVICES | Air Tickets services | 33,885.50 |
| Kenya Pipeline | conference services | 134,441.40 |
| Lake naivasha Simba Lodge | W.H.T | 5,103.45 |
| Lake Naivasha Country Hotel Sawela | W.H.T | 2,103.45 |
| Nahashon Mwangi | AWP | 44,400.00 |
| Esther Njoroge | AWP | 50,400.00 |
| Alice Maina | AWP | 59,400.00 |
| Peter Murray | AWP | 50,400.00 |
| Judy Luchiri | AWP | 50,400.00 |
| Samuel Okotsi | AWP | 63,000.00 |
| Brian Kimtai | AWP | 50,400.00 |
| Caroline Kaabiru | AWP | 50,400.00 |
| Samuel Kariuki | AWP | 50,400.00 |
| Francis Kihumba | AWP | 50,400.00 |
| Esther Towet | AWP | 29,400.00 |
| John Olela | AWP | 63,000.00 |
| Remjius Okongo | AWP | 50,400.00 |
| Joseph Mutuma | AWP | 75,600.00 |
| Raymond Makdii | claim for inspection and acceptance in Kisumu | 18,900.00 |
| Nahashon Mwangi | claim for inspection and acceptance in Kisumu | 18,900.00 |

| | |
|---|---|
| **Total Deductions** | **1,803,828.30** |
| Balance as per Cash Book | **638,022.55** |

Prepared by: Nancy Naraska

Signature: Nancy

Checked by: Mayiani Vaino

Signature: [illegible]

6th July, 2020

BANKI KUU YA KENYA

CENTRAL BANK OF KENYA

Haile Selassie Avenue
P.O. Box 60000 - 00200 Nairobi, Kenya
Telephone: 2860000, Fax: 340192

# CERTIFICATE OF BALANCES

Customer : 138667 MINISTRY OF ENVIRON AND FORESTRY

Balance Date: 30-Jun-20

| Account No | Account Name | Currency | Balance |
|---|---|---|---|
| 1000383957 | REC-MIN OF ENVIRONMENT AND FORESTRY | KES | 47,422,356.45 |
| 1000383968 | DEV-MIN OF ENVIRONMENT AND FORESTRY | KES | 38,570,475.10 |
| 1000383976 | DEP-MIN OF ENVIRONMENT AND FORESTRY | KES | 24,275,283.35 |
| 1000383984 | CBK165-MIN OF ENVIRON AND FORESTRY | KES | 0.00 |
| 1000392387 | SOUND CHEM MNGNT MAINSTR UPOPS RED | KES | 2,441,850.85 |
| 1000392398 | NAT. ACT. PLAN PRI No.AFR/NAP ASGM | KES | 1,854,411.45 |
| 1000410353 | KENYA METEOROLOGICAL DEPT(KCSAP) | KES | 14,464,000.00 |
| 1000410817 | KENYA SPECIAL PRJ FOR BRSM, SAICM P | KES | 0.00 |
| 1000411716 | MIN. OF ENVIR, FORES.-GREEN GROWTH | KES | 32,740,890.55 |
| 1000434236 | INSTITUTIONAL STRENGTHENING PRJ -XI | KES | 0.00 |
| 1000434252 | KENYA GOLD MERCURY FREE ASGM PROJ | KES | 0.00 |

L. K. KIPSANAI
AUTHORISED SIGNATORY
BANKING SERVICES DIVISION

J. W. NASIEKU(MS)
AUTHORISED SIGNATORY
BANKING SERVICES DIVISION

Ministry of Environment and Forestry
RECEIVED

Run Date: 21/07/2020 Run Time: 11:07:17

STATEMENT OF ACCOUNT

PAGE NO : 1

CENTRAL BANK OF KENYA
BANKI KUU YA KENYA
P.O.BOX 60000-0200
NAIROBI

ACCOUNT NUMBER : 1000407867

ACCOUNT TITLE : SOUND CHEMICALS MGT MAINSTR UPOP-KES

STATEMENT PERIOD:From 01/07/2019 To 30/06/2020

| NO. | DATE | REFERENCE NO | DETAILS | DEBIT | CREDIT | BALANCE |
|---|---|---|---|---|---|---|
| | OPENING BAL : | | 0.00 | | | |

| NO. | Value Date | Refernce.No | Details | Debit | Credit | Balance |
|---|---|---|---|---|---|---|
| 1 | 31/07/2019 | FT19212F52RY | Inward RTGS Payment MT 103 :SCBLKENX : /RFB/UPOPS QTR3 2019 FACE ADVANCE | 0.00 | 29,588,500.00 | 29,588,500.00 |
| 2 | 21/08/2019 | FT19233DPTWN | Transfer : : TRANSFER OF UNDP FUNDS DD 20082019 REF:RMD/UNDP/G/100040867 | -23,500,000.00 | 0.00 | 6,088,500.00 |
| 3 | 16/01/2020 | FT20016PTWGM | Transfer : : TRANSFER OF FUNDS FROM PMG DD 16012020 REF:RMD/UNDP/G/1000407867 | -6,088,500.00 | 0.00 | 0.00 |
| 4 | 05/03/2020 | FT200650QHD1 | Inward RTGS Payment MT 103 :SCBLKENX : /RFB/QTR 1 2020 ADVANCE | 0.00 | 9,745,680.80 | 9,745,680.80 |
| 5 | 20/05/2020 | FT2014138V3I | Transfer | -9,745,680.00 | 0.00 | 0.80 |

SOUND CHEMICALS MANAGEMENT MAINSTREAMING AND UPOPS REDUCTION PROJECT
MINISTRY OF ENVIRONMENT CO-FINANCE

| Item | MEF month estimate | Yearly Estimate | Project app | 2017 | 2018 | 2019 | Jun-20 | Total |
|---|---|---|---|---|---|---|---|---|
| **IN-KIND** | | | | | | | | |
| Rent | 6,000,000.00 | 72,000,000.00 | 5% | 3,600,000.00 | 3,600,000.00 | 3,600,000.00 | 1,800,000.00 | |
| Salaries | 88,800,000.00 | 1,065,600,000.00 | 5.00% | 53,280,000.00 | 53,280,000.00 | 58,608,000.00 | 26,640,000.00 | |
| Telephone | 68,000.00 | 816,000.00 | 5% | 40,800.00 | 40,800.00 | 40,800.00 | 20,400.00 | |
| Cleaning | 411,000.00 | 4,932,000.00 | 5% | 246,600.00 | 246,600.00 | 246,600.00 | 123,300.00 | |
| Parking | 600,000.00 | 7,200,000.00 | 5% | 360,000.00 | 360,000.00 | 360,000.00 | 180,000.00 | |
| **Total Contribution in Kind** | | | | 57,527,400.00 | 57,527,400.00 | 62,855,400.00 | 28,763,700.00 | 206,673,900.00 |
| | | | | | | | | |
| **CASH** | | | | | | | | |
| 2017/2018 FY | | | | | | | | 3,719,136.00 |
| **Projects Supporting UPOPS Output** | | | | | | | | |
| Plastic Ban | | | | | | | | 100,000,000.00 |
| The sustainable waste management bill | | | | | | | | 50,000,000.00 |
| Medical Waste and Harzadous Project | | | | | | | | 442,000,000.00 |
| | | | | | | | | |
| TOTAL | | | | | | | | **802,393,036.00** |

# Statement of Assets and Equipment

as at 31st December 2019

| | |
|---|---|
| UNDP Country Office: | Kenya |
| Project title: | Sound Chemicals Management Mainstreaming and UPOPs Reduction in Kenya |
| Award ID: | 00095750 |
| Project ID: | 00099820 |
| Period covered from inception of project: | 1 JULY 2016 to 31st December 2019 |

Empowered lives.
Resilient nations.

| TAG NO. | ACQUISITION DATE | ITEM DESCRIPTION (make and model) | PROJECT No. | FUND | CONDITION | RESPONSIBLE PERSON/ ENTITY | ITEM LOCATION | | MANUFACTURER | KES | US$ VALUE 102.12 | SERIAL NO. | REMARKS | Notes |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 001 | 21-Dec-16 | HP450X0Q43ES Laptop | GEF/UNDP /GOK-UPOPS 00099820 EQUIP 001 | GEF | FAULTY | Mayiani Saino | Mayiani Saino | ME&F Room1217, NRB | Hewlett-Packard Company | 111,407 | 1,091 | 409258 5CD6352PH6 | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 002 | 21-Dec-16 | HP450X0Q43ES Laptop | GEF/UNDP /GOK-UPOPS 00099820 EQUIP 002 | GEF | FAULTY | Mayiani Saino | Francis Kihumba | ME&F Room1217, NRB | Hewlett-Packard Company | 111,407 | 1,091 | 409259 5CD6352PHB | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 003 | 21-Dec-16 | HP450X0Q43ES Laptop | GEF/UNDP /GOK-UPOPS 00099820 EQUIP 003 | GEF | FAULTY | Mayiani Saino | Nancy Narasha | ME&F Room1217, NRB | Hewlett-Packard Company | 111,407 | 1,091 | 409260 5CD6352PHB | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 004 | 21-Dec-16 | HP450X0Q43ES Laptop | GEF/UNDP /GOK-UPOPS 00099820 EQUIP 004 | GEF | FAULTY | Mayiani Saino | Mercy Kimani | ME&F Room1217, NRB | Hewlett-Packard Company | 111,407 | 1,091 | 409261 5CD6352PHB | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 005 | 21-Dec-16 | HP450X0Q43ES Laptop | GEF/UNDP /GOK-UPOPS 00099820 EQUIP 005 | GEF | Good | Mayiani Saino | Richard Mwendandu | ME&F Room1217, NRB | Hewlett-Packard Company | 111,407 | 1,091 | 409262 5CD6352PHB | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 006 | 2-Jan-17 | HPLJM605 DN PRINTER | 00099820 | GEF | Good | Mayiani Saino | Nancy Narasha | ME&F Room1217, NRB | Hewlett-Packard Company | 108,888 | 1,066 | CDNVJDV0BW | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 007 | 21-Dec-16 | HPLJM605 DN PRINTER | 00099820 | GEF | Good | Mayiani Saino | Mayiani Saino | ME&F Room1217, NRB | Hewlett-Packard Company | 108,888 | 1,066 | CNDXJ9NB97 | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 008 | 21-Dec-16 | HP MONITOR | 00099820 | GEF | Good | Mayiani Saino | Nancy Narasha | ME&F Room1217, NRB | Hewlett-Packard Company | 21,288 | 208 | 3CQ6132BRX | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 009 | 21-Dec-16 | HP DESK TOP | 00099820 | GEF | Good | Mayiani Saino | Nancy Narasha | ME&F Room1217, NRB | Hewlett-Packard Company | 119,289 | 1,168 | CZC6267JB1 | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 010 | 21-Dec-16 | HP DESK TOP | 00099820 | GEF | Good | Mayiani Saino | Mercy Kimani | ME&F Room1217, NRB | Hewlett-Packard Company | 119,289 | 1,168 | CZC6267J9W | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 011 | 21-Dec-16 | HP MONITOR | 00099820 | GEF | Good | Mayiani Saino | Mercy Kimani | ME&F Room1217, NRB | Hewlett-Packard Company | 21,288 | 208 | 3CQ6132BRD | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 012 | 2-Jul-18 | Projector EPSON | 00099820 | GEF | Good | Mayiani Saino | Mayiani Saino | ME&F Room1217, NRB | EPSON | 87,000 | 867 | X4LE7Y0653L | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 013 | 2-Jul-18 | NIKON DIGITAL CAMERA D5300 | 00099820 | GEF | Good | Mayiani Saino | Mayiani Saino | ME&F Room1217, NRB | NIKON | 80,000 | 798 | 9768635/ LENSE 22989505 | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 017 | 2-Jul-18 | HP DESKTOP 290 Ci3, 500GB HDD | 00099821 | GEF | Good | Mayiani Saino | Mayiani Saino | ME&F Room 1217, NRB | Hewlett-Packard Company | 140,000 | 1,396 | 4CE8060QCP | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 018 | 2-Jul-18 | 18.5 Monitor | 00099822 | GEF | Good | | Mayiani Saino | | | | | 3CQ8051NWS | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 015 | 2-Jul-18 | HP DESKTOP 290 Ci3, 500GB HDD | 00099823 | GEF | Good | Mayiani Saino | Remjuis Okongo | ME&F Room 11, NRB | Hewlett-Packard Company | 140,000 | 1,396 | 4CE74832G2 | Available & in good condition | Tagged |

| TAG NO. | ACQUISITION DATE | ITEM DESCRIPTION (make and model) | PROJECT No. | FUND | CONDITION | RESPONSIBLE PERSON/ ENTITY | ITEM LOCATION | | MANUFACTURER | KES | US$ VALUE 102.12 | SERIAL NO. | REMARKS | Notes |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 014 | 2-Jul-18 | 18.5 Monitor | 00099824 | GEF | Good | Mayiani Saino | Remjuis Okongo | | Hewlett-Packard Company | | | 3CQ7462CBM | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 16 | 2-Jul-18 | Ecosys FS-6565MFP Kyocera | 00099820 | GEF | Good | Mayiani Saino | Mayiani Saino | ME&F Room1217, NRB | Kyocera Documents Solutions Inc. | 935,000 | 9,156 | VLC7854378 | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | HP DESKTOP 290 Ci3, 500GB HDD | 00099825 | GEF | Good | Mayiani Saino | Mayiani Saino 1 | MENR Room1217, NRB | Hewlett-Packard Company | 140,000 | 1,396 | 4CE8052XYG | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | 18.5 Monitor | 00099826 | GEF | Good | Mayiani Saino | Mayiani Saino 1 | MENR Room1217, NRB | Hewlett-Packard Company | | | 3CQ8030M4Y | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | HP DESKTOP 290 Ci3, 500GB HDD | 00099827 | GEF | Good | Mayiani Saino | Mayiani Saino 2 | MENR Room1217, NRB | Hewlett-Packard Company | 140,000 | 1,396 | 4CE8060QN4 | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | 18.5 Monitor | 00099828 | GEF | Good | Mayiani Saino | Mayiani Saino 2 | MENR Room1217, NRB | Hewlett-Packard Company | | | 3CQ8050W46 | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 014 | 2-Jul-18 | HP DESKTOP 290 Ci3, 500GB HDD | 00099829 | GEF | Good | Mayiani Saino | Mayiani Saino 3 | MENR Room1217, NRB | Hewlett-Packard Company | 140,000 | 1,396 | 4CE8052XY3 | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | 18.5 Monitor | 00099830 | GEF | Good | Mayiani Saino | Mayiani Saino 3 | MENR Room1217, NRB | Hewlett-Packard Company | | | 3CQ8030M46 | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | HP DESKTOP 290 Ci3, 500GB HDD | 00099831 | GEF | Good | Mayiani Saino | Mayiani Saino 4 | MENR Room1217, NRB | Hewlett-Packard Company | 140,000 | 1,396 | 4CE8060QD9 | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | 18.5 Monitor | 00099832 | GEF | Good | Mayiani Saino | Mayiani Saino 4 | MENR Room1217, NRB | Hewlett-Packard Company | | | 3CQ8050W51 | Available & in good condition | awaiting distribution |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 2-Jul-18 | Color Laser Jet Printer | 00099832 | GEF | Good | Mayiani Saino | Mayiani Saino | MENR Room1217, NRB | Hewlett-Packard Company | 120,000 | 1,175 | VNC3B27074 | Available & in good condition | Tagged |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP | 11-Sep-18 | Ford Ranger Double Cabin | 00099832 | GEF | Good | Mayiani Saino | Mayiani Saino | MENR Room1217, NRB | FORD | 3,961,800 | 38,796 | SA2LPHK30683 | Available & in good condition | Branded |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 19 | 18-Oct-19 | hp probook 450 G6 | 00099820 | GEF | Good | Mayiani Saino | Mayiani Saino | ME&F Room1217, NRB | Hewlett-Packard Company | 125,900 | 1,244 | 5CD9305WY | Available & in good condition | Branded |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 20 | 18-Oct-19 | hp probook 450 G6 | 00099820 | GEF | Good | Mayiani Saino | Francis Kihumba | ME&F Room1217, NRB | Hewlett-Packard Company | 125,900 | 1,244 | 5CD9305W4J | Available & in good condition | Branded |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 21 | 18-Oct-19 | hp probook 450 G6 | 00099820 | GEF | Good | Mayiani Saino | Mercy Kimani | ME&F Room1217, NRB | Hewlett-Packard Company | 125,900 | 1,244 | 5CD9305W4Y | Available & in good condition | Branded |
| GEF/UNDP/GOK-UPOPS 00099820 EQUIP 22 | 18-Oct-19 | hp probook 450 G6 | 00099820 | GEF | Missing | Mayiani Saino | Nancy Narasha | ME&F Room1217, NRB | Hewlett-Packard Company | 125,900 | 1,244 | 5CD9305WDF | Not available | was Branded |
| | | | | | | | | | | | | | | |
| | | | | | | | | | TOTAL VALUE | 7,583,365 | 10,129 | | | |

Signed by: signature

Name: JOSEPH MUTUMA

Title: SCFO

Date: 23.07.2020

Signed by: signature

Name:

Title: UNDP RR or DRR

Date:

Certified by: signature

Name:

Title: Senior Partner

Name of the Audit Firm:

Date: