

REPUBLIC OF KENYA



Enhancing Accountability

REPORT

OF

PARLIAMENT
OF KENYA
LIBRARY

THE AUDITOR-GENERAL

ON

CARDINAL OTUNGA GIRLS' HIGH SCHOOL

FOR THE YEAR ENDED
30 JUNE, 2023

NATIONAL ASSEMBLY PAPERS LAID	
DATE: 11 MAR 2025	DAY: Tuesday
TABLED BY: Hon. Owen Basi, MP Deputy Majority Leader	
CLERK-AT-THE-TABLE: Gebude Chebet	

BUNGOMA COUNTY

Revised 30th June 2023.



09 SEP 2024



Cardinal Otunga Girls' High School
ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED
30TH JUNE 2023

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

Cardinal Otunga Girls' High School
Annual Report and Financial Statements For the year ended 30th June 2023

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1. Acronyms and Glossary of Terms

BOM	Board of Management
CEB	County Education Board
IPSAS	International Public Sector Accounting Standards
KCSE	Kenya Certificate of Secondary Education
PFM	Public Finance Management
PSASB	Public Sector Accounting Standards Board
FY	Financial Year
FDSE	Free Day Secondary Education

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2. Key School Information and Management

(a) Background information

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

The school was registered in 1972 under registration number 39530000190 and is currently categorized as an **Extra county** public school established, owned or operated by the Government.

The school is a day/**boarding** school and had 2160 number of students as at 30th June 2023. It has 33 streams and 86 teachers of which 19 teachers are employed by the School Board of Management.

(b) School Board of Management - Board Members

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

Ref:	Name of Board Member	Designation	Date of appointment
1	DR. BEN WEKALAO	Chairman	11TH MARCH 2022
2	MRS. EMELDA J. A ODIEMBO	Secretary - Principal	11TH MARCH 2022
3	MR. HENRY TABANI	Member	11TH MARCH 2022
4	MR. CALEB KERE	Member	11TH MARCH 2022
5	MR. SAMSON WACHIYE	Member	11TH MARCH 2022
6	MRS. RACHAEL P. WERE	Member	11TH MARCH 2022
7	MARY SITUMA	Member	11TH MARCH 2022
8	DR. ANNETTE OKOTH	Member – Rep CEB	11TH MARCH 2022
9	MR. ALEX KACHIBO WASIKE	Member Rep Teachers	11TH MARCH 2022
10	REV. FR. SIMON JUDE OBORE DR. BEN WEKALAO PROF. ENG. BERNADETTE SABUNI	3 Members - Sponsor	11TH MARCH 2022
11	MRS. BEATRICE DABANI	Member - Community	11TH MARCH 2022
12	MR. HENRY OPILO	Member Special Needs	11TH MARCH 2022
13	LORINE LUMULA	Rep Students	11TH MARCH 2022

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The functions of the School Board of Management are to:

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

(c) Committees of the Board

The following are the names of the various committees of the Board established by the Board and the names of the committee members:

Ref:	Name of Committee	Names of Members	Designation	Number of meetings attended during the year
1	Executive Committee	DR. BEN WEKALAO MR. CALEB KERE ADV. AMOS MAKOKHA REV. FR. SIMON JUDE OBORE. MRS. CHRISTINE N. SIFUNA	CHAIRMAN PTA CHAIRMAN ASS. CHAIRMAN SPONSOR SECRETARY	2 out of 3
2	Audit Committee	ADV. AMOS MAKOKHA MR. HENRY OPILO MR. HENRY TABANI	Chairman Member member	1 out of 3
3	Finance, procurement and general purposes Committee	MR. HENRY TABANI MR. SAMSON WACHIYE PROF. ENG. BERNADETTE SABUNI MR. CALEB WERE MRS. CHRISTINE N. SIFUNA DR. BEN SABUNI	Chairman member member member member	2 OUT 3
4	Academic Committee	DR. ANNETTE OKOTH PROF. ENG. BERNADETTE SABUNI MR. ALEX WASIKE	Chairperson Member Member Member	2 OUT 3

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		DR. BEN WEKALAO MR. CALEB WERE MRS. CHRISTINE SIFUNA	Member Member Member	
5	Development Committee	MR. CALEB WERE MRS. MARY SITUMA MRS. CHRISTINE N. SIFUNA MR. HENRY TABANI DR. BEN WEKALAO MR.SAMSON WACHIYE	CHAIRMAN MEMBER MEMBER MEMBER MEMBER	1
6	Discipline and welfare Committee	REV. FR. SIMON JUDE OBORE ADV. AMOS MAKOKHA MR.SAMSON WACHIYE MRS. BEATRICE DABANI MRS RACHAEL P. WERE MRS. CHRISTINE N. SIFUNA	CHAIRPERSON MEMBER MEMBER MEMBER MEMBER MEMBER	3 OUT OF 3
7	Adhoc Committee (if any during the year)	NONE	NONE	NONE

(d) School operation Management

For the financial year ended 30th June 2023 the School day-to-day management was under the following persons:

Ref:	Designation	Name	Identification
1	Principal	MRS. CHRISTINE N. SIFUNA	TSC No.350660
2	Deputy Principal	MRS. LILIAN NORAH SIMIYU	TSC No.395104
3	School Bursar	MR. BENARD KARANI WANYAMA	ICPAK No.
4	Other (specify) Account clerk	MRS. NAOMI NYONGESA	32,460

(e) Schools contacts

Post Office Box: 376-50200 BUNGOMA
 Telephone: 0743498098
 E-mail: cardinalotunga@hotmail.com
 Website: www.cardinalgirls.co.ke
 Facebook:
 Twitter:

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(f) School Bankers

Provide details of the school bankers.

1. Name of Bank: KCB
Branch: Bungoma
Account Number: 1106222962

2. Name of Bank: Co-operative Bank
Branch: Bungoma
Account Number: 01139049923601 (Operation Account)
01139049923600 (Tuition Account)
01139049923602 (Infrastructure Account)
01141049923600 (County Development Fund Account)

3. Name of Bank: Equity Bank (school fund 2)
Branch: Bungoma
Account Number: 048028283815

4. MPESA Pay Bill No. 684557 attached to KCB Bank account

(g) Independent Auditors

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

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3. Summary Report of Performance of the School

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

a) Financial performance:

- **Surplus/ deficit for the year and a comparison of the same for the last three years**

YEAR	2022/2023	2021/2022	2020/2021
Surplus / Deficit	10,328,534	5,168,327	6,428,442

- **Capitation grants from the Ministry of Education for the last three years**

Year	2022/2023	2021/2022	2020/2021
Tuition	5,386,121	5,539,493.60	1,889,333
Operation	23,917,870	24,254,246	12,443,445

- **A three-year overview of growth of other income(s) earned by the school.**

Year	2022/2023	2021/2022	2021
Income	2,566,800	1,980,948	813,415

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

Year	2022/2023	2021/2022	2021
Expenditure	135,724,126	142,620,205	44,778,753

- **Movement of debtors and creditors of the school over the last three years**

Year	2022/2023	2021/2022	2021
Debtors	34,346,883	21,834,380.50	14,953,653
Creditors	16,002,000	9,244,591	3,227,348

b) Teacher Student ratio:

SUMMARY REPORT OF THE PERFORMANCE OF THE SCHOOL

TEACHERS	STUDENT RATION
1 TEACHER	70 STUDENTS IN A CLASS

SUBJECT	NUMBER
TEACHERS RECRUITED	-
TEACHERS POSTED BY TSC	-
TEACHERS EMPLOYED BY TSC	67

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EMPLOYED BY BOM	19
TOTAL	86

TEACHERS WHO RETIRED	2
TEACHERS WHO TRANSFERED	1

NUMBER OF TEACHERS PER SUBJECT

S/NO	SUBJECT	TSC TEACHERS	BOM TEACHERS
1	English Literature	12	0
2	Kiswahili	11	1
3	Mathematics	11	3
4	Biology	6	4
5	Chemistry	9	4
6	Physics	2	5
7	History and Government	4	2
8	Christian Religion Education	8	2
9	Geography	3	0
10	Home science	1	0
11	Computer Studies	1	0
12	Business Studies	4	1
13	Agriculture	3	0
14	French	1	0
15	Music	1	0
	Total	67	19

c) Mean score in the 2020 - 2022 KCSE:

Year	Population	Mean score	Mean grade	Transition to higher learning	Comment
2020	293	7.57	B-		Above average
2021	293	7.2218	C+		Average
2022	321	7.78504	B-	271 (84.42%)	Above average

d) Number of Candidates in the 2023 KCSE:

Year	Number of Candidates
------	----------------------

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2020	293
2021	293
2022	321
2023	441

e) Capacity of the school:

No of students	Dormitories	Dining hall	Laboratories	Toilets	Others
2160	15	1	3	52	-

Development projects carried out by the school:

Projects	Source of funds	Status	Initial Cost (Kshs)	Amount Spent (Kshs)	Expected completion time
2 storeyed 12 no. of classrooms	M & I funds CDF funds Harambee funds	On-going	29,913,050	6,301,800.00	23,611,250.00

MRS. CHRISTINE N. SIKUNA

 School Senior Principal



Cardinal Otunga Girls' High School

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4. Statement of School Management Responsibility

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

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

The Board of Management of *Cardinal Otunga 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 30th June, 2023, and of the school's financial position as at that date.

.....


Name: **Dr. Ben Wekalao**

Designation: **Chairman, School Board of Management**


Date:

.....


Name: **Mrs. Christine N. Sifuna**

Designation: **School Senior Principal & Secretary to Board of Management**

Date:

.....


Name: **Mr. Benard K. Wanyama**

Designation: **Bursar/ Finance Officer**

Date:

.....
30/9/2023



REPUBLIC OF KENYA

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

REPORT OF THE AUDITOR-GENERAL ON CARDINAL OTUNGA GIRLS' HIGH SCHOOL FOR THE YEAR ENDED 30 JUNE, 2023 - BUNGOMA COUNTY

PREAMBLE

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

- A. Report on the Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements.
- B. Report on Lawfulness and Effectiveness in the Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines and manuals and whether public resources are applied in a prudent, efficient, economic, transparent and accountable manner to ensure the Government achieves value for money and that such funds are applied for the intended purpose.
- 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.

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

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

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of Cardinal Otunga Girls' High School - Bungoma County set out on pages 1 to 30, which comprise the statement of

financial assets and financial liabilities as at 30 June, 2023 and the statement of receipts and payments, statement of cash flows and statement of budgeted versus actual amounts for the year then ended and a summary of significant accounting policies and other explanatory information in accordance with the provisions of Article 229 of the Constitution of Kenya and Section 35 of the Public Audit Act, 2015. I have obtained all the information and explanations which to the best of my knowledge and belief, were necessary for the purpose of the audit.

In my opinion, except for the effects of the matters described in the Basis for Qualified Opinion section of my report, the financial statements present fairly, in all material respects, the financial position of Cardinal Otunga Girls' High School – Bungoma County as at 30 June, 2023 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 Basic Education Act, 2013 and the Public Finance Management Act, 2012.

Basis for Qualified Opinion

Long Outstanding Accounts Receivables

The statement of financial assets and financial liabilities reflects accounts receivables balance of Kshs.34,346,884 in respect of fees arrears as disclosed in Note 13 to the financial statements, However, included in the balance are fees arrears amounting to Kshs.11,304,354 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 accounts receivables balance of Kshs.34,346,884 could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the Cardinal Otunga 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 qualified opinion.

Key Audit Matters

Key audit matters are those matters that, in my professional judgement, are of most significance in the audit of the financial statements. Except for the matter described in the Basis for Qualified Opinion section, I have determined that there are no other key audit matters to communicate in my report.

I have fulfilled the responsibilities described in the Auditor's Responsibilities for the Audit section of the report, including in relation to these matters. Accordingly, the audit included the performance of procedures designed to respond to the assessment of the risks of material misstatement of the financial statements. The results of the audit procedures, including the procedures performed to address the matters below, provide the basis for my audit opinion on the accompanying financial statements.

REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES

Conclusion

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

Basis for Conclusion

1. Unconfirmed Student Enrolment Data

The statement of receipts and payments reflects capitation grants for tuition, capitation grants for operation and capitation grants for infrastructures of Kshs.5,386,121, Kshs.15,924,870 and Kshs.7,993,000 respectively as disclosed in Note 1, 2 and 3 to the financial statements. However, during the year under review, National Education Management and information System (NEMIS) and County Director of Education (CDE) reported a total number of one thousand, nine hundred and forty-one (1,941) students while the enrolment records provided by the School indicated a total of two thousand, one hundred and eighty-four (2,184) students, resulting an unexplained variance of two hundred and forty-three (243) students. As a result of the variances, the School was under funded by an amount of Kshs.2,236,622.43.

In the circumstances, under-funding of the School may have affected service delivery to the students.

2. Excess Supply of Textbooks

During the year under review, the Ministry of Education distributed textbooks to public Secondary schools through Kenya institute of Curriculum Development (KICD). Examination of records revealed that the institute distributed four thousand, three hundred and forty-four (4,344) books to the School while only three thousand, seven hundred and ninety-seven (3,797) books had been issued to the students, resulting to unexplained excess five hundred and fifty (550) books lying unutilized in the School book store.

In these circumstances, value for money on the excess five hundred and fifty (550) books could not be confirmed.

3. Unbudgeted Accounts Payables

The statement of financial assets and financial liabilities, as disclosed in Note 12 to the financial statements reflects accounts payable balance of Kshs.16,002,000 as at 30 June, 2023 and opening balance of Kshs.9,244,591 brought forward from the previous year. However, the accounts payable were not included in the School's budget, contrary to the provisions of the National Treasury Circular No. 10/2020 dated 16 June, 2020 which emphasizes the prioritization of pending bills in budgeting processes.

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

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (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 THE EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE

Conclusion

As required by Section 7(1)(a) of the Public Audit Act, 2015, based on the audit procedures performed, except for the effect of the matters described in the Basis for Conclusion on Effectiveness of Internal Controls, Risk Management and Governance section of my report, I confirm that, nothing else has come to my attention to cause me to believe that internal controls, risk management and overall governance were not effective.

Basis for Conclusion

1. Ineffective Audit Committee

During the period under review, it was observed that the management had established a three-member audit committee. However, the committee held only one meeting in the year under review contrary to Regulations 179(1)(3) of the Public Finance Management (National Government) Regulations, 2015 which requires audit committee to meet at least once in every three months and shall make decisions by resolution.

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

2. Incomplete Fixed Asset Register

Annex 2 of the financial statements on summary of fixed asset register shows a total balance of Kshs.238,668,500, including land valued at Kshs.50,000,000, buildings and structures at Kshs.180,000,000, motor vehicles at Kshs.5,668,500, and textbooks at Kshs.3,000,000. However, other classes of assets such as ICT equipment, tools and apparatus, and heritage and culture assets were excluded from this summary. Further, detailed asset register showing assets details on name, date of acquisition, cost, supplier, unique identification number, location and custodian, were not provided for audit.

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

3. Lack of Risk Management Policy

Review of the School's internal controls revealed that the School did not have approved risk management policy. Further, Management did not provide evidence of whether it had documented, identified and assessed risks and controls developed to respond to the risk identified contrary to Section 165 of the Public Finance Management (National Government) Regulations 2015, which stipulates that the accounting officer shall ensure that the national government entity develops risk management strategies.

In the circumstances, the effectiveness of controls implemented to control risks by the School could not be confirmed.

4. Lack of an Approved ICT Policy and Governance Framework

The school did not have an approved ICT Policy in place to govern and manage its ICT resources. Further, there was no ICT Steering Committee in place to guide the development of an ICT policy framework and assist the school in achieving its long-term ICT strategic goals by developing necessary rules and procedures to minimize risks such as errors, fraud, and the compromise of data confidentiality, integrity, and availability.

In the circumstances, the effectiveness of data confidentiality, integrity, and availability at the School could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs) 2315 and 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 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 as going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless Management is aware of the intention to 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.

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

Auditor-General's Responsibilities for the Audit

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

In conducting the audit, Article 229(6) of the Constitution also requires that I express a conclusion on whether or not in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way. In addition, I consider the entity's control environment in order to give an assurance on the

effectiveness of internal controls, risk management and governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015.

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

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


FCPA Nancy Gathungu, CBS
AUDITOR-GENERAL

Nairobi

08 November, 2024

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6. Statement Of Receipts and Payments For the Year Ended 30th June 2023

Description Of Vote Head	Note	2022 - 2023	2021 - 2022
		Kshs	Kshs
Receipts			
Government grants for tuition	1	5,386,121	5,584,761.60
Government grants for operations	2	15,924,870	24,401,148
Government Grants for infrastructure	3	7,993,000	10,219,000
School fund income- parents' contributions	4	106,772,088	98,494,158.50
Miscellaneous incomes	5	9,976,582	9,089,464.25
Total Receipts		146,052,660	147,788,532
Payments			
Tuition	6	4,566,400	5,560,560
Operations	7	12,904,000	26,561,825
Infrastructure	8	6,392,760	10,587,250
Boarding and school fund	9	111,860,966	99,910,570
Total Payments		135,724,126	142,620,205
Surplus/Deficit		10,328,534	5,168,327

The school financial statements were approved on _____ 2023 and signed by:



Name: Dr. Ben Wekalao

Chair BOM

Date:



Name: Mrs. Christine N Sifuna
 School Senior Principal/
 Secretary to BOM



Date: 28 AUG 2024



Name: Mr. Benard K.
 Wanyama

Bursar/ Finance Officer


Date: 30/9/2023


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7. Statement of Assets and Liabilities As At 30th June 2023


Description	Note	2022 - 2023	2021- 2022
		Kshs	Kshs
Financial Assets			
Cash and cash equivalents			
Bank balances	10	7,092,718	2,386,634
Cash balances	11	40,005	172,648
Short term investments	12	-	-
Total cash and cash equivalent		7,132,722	2,559,282
Account's receivables	13	34,346,883	21,834,380.5
Total financial assets		41,479,605.48	24,393,662.08
Financial liabilities			
Accounts payables	14	16,002,000	9,244,591
Net financial assets		25,477,605.48	15,149,071.08
Represented by			
Accumulated fund b/fwd	15	15,149,071.08	9,980,744
Surplus/deficit for the year		10,328,534	5,168,327
Net financial position		25,477,605.48	15,149,071.08

The school's financial statements were approved on _____ 2023 and signed by:


 Name: Dr. Ben Wekalao
 Chair BOM
 Date:


 Name: Mr. Christine N. Sifuna
 School Senior Principal/
 Secretary to BOM
 Date: **28 AUG 2024**




 Name: Mr. Benard K. Wanyama
 Bursar/ Finance Officer
 Date: **30/9/2023**

Cardinal Otunga Girls' High School
Annual Report and Financial Statements For the year ended 30th June 2023

(Statement of Cash Flows for the Year Ended 30th June 2023

DESCRIPTION		2022- 2023	2021 - 2022
		Kshs	Kshs
CASHFLOW FROM OPERATING ACTIVITIES			
RECEIPTS			
Government grants for tuition	1	5,386,121	5,584,762
Government grants for operations	2	15,924,870	24,401,148
School fund income- parents' contributions	4	94,259,586	98,494,159
Miscellaneous incomes	5	9,976,582	19,308,464.25
Total Receipts		125,547,158	147,641,630
PAYMENTS			
Tuition	6	4,566,400	5,560,560
Operations	7	12,904,000	26,561,825
Boarding and school fund	9	105,103,557	110,497,820
Total Payments		122,573,957	142,473,303
Net cash flows from Operating Activities		2,973,201	5,168,327
Add/ Less decrease/ increase in receivables			(6,880,728)
Add/ Less increase/ decrease in payables			1,894, 509
CASHFLOW FROM INVESTING ACTIVITIES			
Government Grants for infrastructure	3	7,993,000	-
Acquisition of Assets(infrastructure expenditure)	8	(6,392,760)	-
Proceeds from investments		-	-
Net cash flows from Investing Activities		1,600,240	-
CASHFLOW FROM FINANCING ACTIVITIES			
Proceeds from borrowings/ loans		-	-
Repayment of principal borrowings		-	-
Net cash flows from borrowing Activities		-	-
NET INCREASE IN CASH AND CASH EQUIVALENT		4,573,441	182,108
Cash and cash equivalent at BEGINNING of the year 2022/2023	10	2,559,282	2,559,282
Cash and cash equivalent at END of the year 2022/2023		7,132,722	

Cardinal Otunga Girls' High School
Annual Report and Financial Statements For the year ended 30th June 2023

The school's financial statements were approved on _____ 2023 and signed by:


.....

Name: Dr. Ben Wekalao

Chair BOM


Date:


.....

Name: Mrs. Christine N. Sifuna
School Senior Principal/
Secretary to BOM

Date:




.....

Name: Mr. Benard K.
Wanyama

Bursar/ Finance Officer

Date:

30/9/2023

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

8. Statement Of Budgeted Versus Actual Amounts for The Year Ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Receipts					
(1) Capitation Grant on Tuition					
Reference Materials	-	-	-	-	-
Exercise Books	-	-	-	-	-
Laboratory Equipment	-	-	-	-	-
Internal Exams	-	-	-	-	-
Teaching / Learning Materials	8,043,504	-	8,043,504	5,386,121	67%
Exams And Assessment	-	-	-	-	-
Sub-totals	8,043,504	-	8,043,504	5,386,121	67%
(2) Capitation Grant on Operations					
Personnel Emoluments	-	-	-	-	-
Repairs And Maintenance	-	-	-	-	-
Local Transport / Travelling	-	-	-	-	-
Electricity And Water	-	-	-	-	-

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Medical	3,882,000	-	3,882,000	386,800	10%
Administration Costs	-	-	-	-	-
Activity	2,911,500	-	2,911,500	1,128,500	39%
Other voteheads	18,245,400	-	18,245,400	14,409,570	79%
Sub-totals	25,038,900	-	25,038,900	15,924,870	64%
3) FDSE for infrastructure					
Maintenance &Improvement MoE	9,705,000	-	9,705,000	7,993,000	82%
M&I parents' contribution	-	-	-	-	-
Economic Stimulus Programs	-	-	-	-	-
Transition Infrastructure Grants	-	-	-	-	-
Administration Block	-	-	-	-	-
Sub-totals	9,705,000	-	9,705,000	7,993,000	82%
(4) Fees Charged on Parents					
Personnel emoluments		-	-	-	-

Cardinal Otunga Girls' High School
Annual Report and Financial Statements For the year ended 30th June 2023

Receipt/Expenses Item	Original Budget a Kshs	Adjustments b Kshs	Final Budget c=a+b Kshs	Actual On Comparable Basis d Kshs	% Of Utilization e=d/c % Kshs
Repairs and maintenance	3,882,000	-	3,882,000	4,678,650	121%
Local transport / travelling		-	-	-	-
Electricity and water		-	-	-	-
Medical		-	-	-	-
Administration costs		-	-	-	-
Activity	970,500	-	970,500	1,481,457	153%
Fee on Boarding Equipment and stores	58,482,330	-	58,482,330	64,548,204	110%
PA Levies*		-	-	-	-
Other voteheads	22,651,470	-	22,651,470	36,063,778	159%
Sub-totals	85,986,300	-	85,986,300	106,772,088	124%
5) Miscellenous Income					
Rent Income	-	-	-	21,000	-
Income From Farming Activities	-	-	-	526,200	-
Insurance Compensation	-	-	-	-	-
Income From Bakery	-	-	-	2,019,600	-
Income From Bus Hire	-	-	-	-	-

Cardinal Otunga Girls' High School
Annual Report and Financial Statements For the year ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Fee For Hire of Ground and Equipment	-	-	-	-	-
Income From Grants and Donations*	-	-	-	-	-
Harambee	-	-	-	7,409,782	-
Dividends Income	-	-	-	-	-
Loans/Borrowings*	-	-	-	-	-
Other Income (specify)*	-	-	-	-	-
Sub-totals	-	-	-	9,976,582	-
Total Income	128,773,704	-	128,773,704	146,052,660	120%
(6) Expenditure For Tuition					
Exercise Books	-	-	-	-	-
Textbooks	-	-	-	-	-
Reference materials	-	-	-	-	-
Laboratory Equipment	-	-	-	-	-
Teaching / Learning Materials	8,043,504	-	8,043,504	4,566,400	57%
Exams And Assessment	-	-	-	-	-
Teachers Guides	-	-	-	-	-
Bank Charges	-	-	-	-	-
Others (specify)	-	-	-	-	-
Sub-totals	8,043,504	-	8,043,504	4,566,400	57%

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
<i>(7) Expenditure For Operations</i>					
Personnel Emoluments	-	-	-	-	-
Service Gratuity	-	-	-	-	-
Administration Cost	-	-	-	-	-
Repairs And Maintenance & Improvements	-	-	-	177,060	-
Local Transport / Travelling	-	-	-	-	-
Electricity And Water	-	-	-	-	-
Medical	3,882,000	-	3,882,000	-	-
Activity Expenses	2,911,500	-	2,911,500	120,450	4%
Insurance Cost	-	-	-	-	-
Other voteheads	18,245,400	-	18,245,400	12,606,490	69%
Sub-totals	25,038,900	-	25,038,900	12,904,000	52%
<i>(8) Expenditure For infrastructure</i>					
Construction of classrooms	9,705,000	-	9,705,000	6,392,760	66%
Construction of laboratory	-	-	-	-	-
Construction of dormitory	-	-	-	-	-
Purchase of furniture	-	-	-	-	-
Purchase of equipment	-	-	-	-	-

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Purchase of apparatus	-	-	-	-	-
Drilling of boreholes	-	-	-	-	-
Others (specify)	-	-	-	-	-
Sub-totals	9,705,000	-	9,705,000	6,392,760	66%
<i>(9) Expenditure For school fund/lunch/boarding</i>					
Personnel Emoluments	-	-	-	-	-
Service Gratuity	-	-	-	-	-
Repairs And Maintenance & Improvements	3,882,000	-	3,882,000	3,769,460	97%
Local Transport / Travelling	-	-	-	-	-
Electricity And Water	-	-	-	-	-
Medical Expenses	-	-	-	-	-
Administration Costs	-	-	-	-	-
Other voteheads	22,651,470	-	22,651,470	36,976,186	163%
Bank Charges	-	-	-	-	-
Expenses On Income Generating Activities**	-	-	-	1,793,720	-
Fee On Boarding Equipment and Stores	58,482,330	-	58,482,330	62,671,690	107%
Rent Expenses	-	-	-	21,000	-

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

Receipt/Expenses Item	Original Budget	Adjustments	Final Budget	Actual On Comparable Basis	% Of Utilization
	a	b	c=a+b	d	e=d/c %
	Kshs	Kshs	Kshs	Kshs	Kshs
Insurance Cost (Life Property)	-	-	-	-	-
Loan Principal Repayment	-	-	-	-	-
Activity expenses	970,500	-	970,500	1,082,920	112%
Acquisition Of Assets	-	-	-	-	-
PA expenses	-	-	-	5,543,620	-
Others (specify)	-	-	-	2,370	-
Sub-totals	85,986,300	-	85,986,300	111,860,966	130%
TOTAL EXPENDITURE	128,773,704	-	128,773,704	135,724,126	105%

Below is a commentary on significant underutilization (below 90% of utilization) and any overutilization above 100%

- i. The increase in income was as a result of the increase in enrolment as opposed to the budgeted figures*
- ii. The actual government grants are less than the budgeted figures due to underfunding from the government*
- iii. The actual expenditure is high as opposed to the budgeted expenditure due to high inflation rates experienced during the year which skyrocketed the prices of foodstuffs.*

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Annual Report and Financial Statements For the year ended 30th June 2023

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

9. Significant Accounting Policies

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

1. Statement of compliance and basis of preparation

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

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

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

2. Recognition of receipts and payments

The *school* recognises all receipts from 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*. Income arising from school fees is recognised when the event occurs whether cash is received or not. Expenditure arising from operations is recognised when the event occurs irrespective of receipt of cash.

3. In-kind contributions

In-kind contributions are donations that are made to the *school* in the form of actual goods and/or services rather than in money or cash terms. These donations may include vehicles, equipment or personnel services. Where the financial value received for in-kind

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

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.

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

5. Accounts Receivable

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

6. Accounts Payable

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

7. Non-current assets

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

8. Budget

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

9. Comparative figures

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

10. Subsequent events

There have been no events subsequent to the financial year end with a significant impact on the financial statements for the year ended 30th June 2023.

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Annual Report and Financial Statements For the year ended 30th June 2023

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Annual Report and Financial Statements For the year ended 30th June 2023

10. Notes To The Financial Statements

1 Government Grants for Tuition

Description	2022-2023	2021-2022
	Kshs	Kshs
Reference Materials	-	-
Exercise Books	-	-
Laboratory Equipment	-	-
Internal Exams	-	-
Teaching / Learning Materials	5,386,121.25	5,539,494.60
Exams And Assessment	-	-
CDF Bursary cheques		45,268.00
Total	5,386,121.25	5,584,761.60

**Include others as per MOE circulars*

2 Government Grants for Operations

Description	2022-2023	2021-2022
	Kshs	Kshs
Personnel Emoluments	-	-
Repairs And Maintenance	-	8,859,500.00
Local Transport / Travelling	-	-
Electricity And Water	-	-
Medical	386,800 .00	339,200.00
Administration Costs	-	-
Activity	1,128,500.00	-
Other vote heads	14,409,569.60	15,055,546.00

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Annual Report and Financial Statements For the year ended 30th June 2023

CDF/ Bursaries Cheques		146,902
Total	15,924,869.60	24,401,148.00

**Include others as per MOE circulars*

3 Government Grants for infrastructure

Description	2022-2023	2021-2022
	Kshs	Kshs
Maintenance &Improvement MoE	7,993,000.00	10,219,000.00
M&I parents' contribution	-	-
Economic Stimulus Programs	-	-
Transition Infrastructure Grants	-	-
Administration Block	-	-
Total	7,993,000.00	10,219,000.00

4 School Fund Income - Parents Contribution/Fees

Description	2022-2023	2021-2022
	Kshs	Kshs
Personnel emoluments	-	-
Repairs and maintenance	4,678,649.50	5,456,464.00
Local transport / travelling	-	-
Electricity and water	-	-
Medical	-	-
Administration costs	-	-
Activity●	1,481,457.00	816,251.25

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Fee on Boarding Equipment and stores●	64,548,203.75	58,889,617.00
PA Levies*	-	-
Others voteheads●	36,063,777.80	33,331,826.25
Total	106,772,088.05	98,494,158.50

**Includes all levies charged by the school outside the fees structure but by mutual agreement with the parents.*

5 Miscellaneous Incomes

Description	2022-2023	2021-2022
	Kshs	Kshs
Rent Income	21,000.00	-
Income From Farming Activities	526,200.00	374,298.00
Insurance Compensation	-	-
Income From bakery	2,019,600.00	1,606,650.00
Income From Bus Hire	-	-
Fee For Hire of Ground and Equipment	-	-
Income From Grants and Donations*	-	-
Harambee	7,409,781.50	5,508,516.25
Dividends Income	-	-
Loans/Borrowings*	-	-
CDF Grant	-	1,600,000.00

Cardinal Otunga Girls' High School
Annual Report and Financial Statements For the year ended 30th June 2023

Total	9,976,581.50	9,122,849.25
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Notes to the Financial Statements (continued)

6 Tuition

Description	2022-2023	2021-2022
	Kshs	Kshs
Exercise Books	-	-
Textbooks	-	-
Reference materials	-	-
Laboratory Equipment	-	-
Teaching / Learning Materials	4,566,400.00	5,560,560.00
Exams And Assessment	-	-
Teachers Guides	-	-
Bank Charges	-	-
Others (specify)	-	-
Total	4,566,400.00	5,560,560.00

7 Operations

Description	2022-2023	2021-2022
	Kshs	Kshs
Personnel Emoluments	-	-
Service Gratuity	-	-

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Administration Cost	-	-
Infrastructure a/c	-	10,219,000.00
Repairs And Maintenance & Improvements	177,060.00	-
Local Transport / Travelling	-	-
Electricity And Water	-	-
Medical	-	-
Activity Expenses	120,450.00	-
Insurance Cost	-	-
Others voteheads	12,606,490.00	16,342,825.00
Total	12,904,000.00	26,561,825.00

Notes to the Financial Statements (continued)

8 Infrastructure

Description	2022-2023 Kshs	2021-2022 Kshs
Construction of classrooms	6,392,760.00	10,587,250.00
Construction of laboratory	-	-
Construction of dormitory	-	-
Purchase of furniture	-	-
Purchase of equipment	-	-
Purchase of apparatus	-	-
Drilling of boreholes	-	-
Others (specify)	-	-
Total	6,392,760.00	10,587,250.00

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9 Boarding And School Fund

Description	2022-2023	2021-2022
	Kshs	Kshs
Personnel Emoluments	-	
Service Gratuity	-	
Repairs And Maintenance & Improvements	3,769,460.00	4,378,465.00
Local Transport / Travelling	-	
Electricity And Water	-	
Medical Expenses	-	
Administration Costs	-	
Other voteheads●	36,976,186.00	36,222,012.00
Bank Charges	-	
Expenses On Income Generating Activities**	1,793,720.00	1,297,264.00
Fee On Boarding Equipment and Stores●	62,671,690.00	51,937,729.00
Rent Expenses	21,000	
Insurance Cost (Life Property)	-	
Loan Principal Repayment	-	
Activity●	1,082,920.00	199,240.00
Acquisition Of Assets	-	
Harambee	5,543,620	5,875,860
Bank charges(CDF)	2,370.00	
Total	111,860,966.00	99,910,570.00

Notes to the Financial Statements (continued)

10 Bank Accounts

Cardinal Otunga Girls' High School

Annual Report and Financial Statements For the year ended 30th June 2023

Name of Bank, Account No. & currency	Status	Bank Account Number	2022-2023	2021-2022
	Active/Dormant		Kshs	Kshs
Tuition Account	Active		997,836.40	28,115.15
Operations Account	Active		1,710,969.60	101,970.00
School Fund Account/Boarding	Active		505,033.68	187,229.38
School fund Account-Equity	Active		57,774.00	45,620.00
CDF	Active		1,631,015.00	1,633,385.00
Infrastructural Account	Active		2,190,089.00	390,314.00
Total			7,092,717.68	2,386,633.53

11 Cash In Hand

Description	2022-2023	2021-2022
	Kshs	Kshs
Notes and Coins	40,004.80	172,648.05
Total	40,004.80	172,648.05

12 Short Term Investments

Description	2022-2023	2021-2022
	Kshs	Kshs
Cooperative Shares	-	-

Cardinal Otunga Girls' High School

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Treasury Bills	-	-
Fixed Deposit accounts	-	-
Other Investments	-	-
Total	-	-

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Notes to the Financial Statements (continued)

13 Accounts Receivable

Description	2022-2023	2021-2022
	Kshs	Kshs
Fees Arrears	34,346,883.00	21,834,380.50
Other Non-Fees Receivables	-	-
Salary Advances (list/schedule attached)	-	-
Imprest (list/schedule attached)	-	-
Rent arrears (list/schedule attached)	-	-
Total	34,346,883.00	21,834,380.50

13 b Ageing Analysis of Accounts Receivable

Description	2022-2023		2022-2023	
	Kshs		Kshs	
	2022-2023	% of the total	2021-2022	% of the total
	Kshs		Kshs	
Less than 1 year	18,854,474.00	55%	10,530,026.00	48%
Between 1- 2 years	4,188,054.50	12%	3,295,790.50	15%
Between 2-3 years	3,295,790.50	10%	8,008,564.00	37%
Over 3 years	8,008,564.00	23%	-	0%
Total (should tie to note 13 a)	34,346,883.50	100%	21,834,380.50	100%

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14 Accounts Payable

Description	2022-2023	2021-2022
	Kshs	Kshs
Trade Creditors (See Ageing Below and Appendix 1)	16,002,000.00	9,244,591.00
Prepaid Fees	-	-
Retention Monies	-	-
Unpaid salaries and statutory deductions	-	-
Caution money	-	-
Other payables (specify)	-	-
Total	16,002,000.00	9,244,591.00

Notes to the Financial Statements (continued)

14a. Ageing Analysis of Accounts Payable

Description	2022-2023		2021-2022	
	Kshs		Kshs	
	2022-2023	% of the total	2021-2022	% of the total
	Kshs		Kshs	
Less than 1 year	16,002,000	100%	9,244,591	100%
Between 1- 2 years	-	0%	-	0%
Between 2-3 years	-	0%	-	0%
Over 3 years	-	0%	-	0%
Total (should tie to note 14)	16,002,000	100%	9,244,591	100%

Cardinal Otunga Girls' High School
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15 Fund Balance Brought Forward

Description	2022-2023	2021-2022
	Kshs	Kshs
Bank balances	2,386,633.53	2,068,142
Cash balances	172,648.05	309,031.00
Short Term Investments	-	-
Receivables	21,834,380.50	14,953,653.00
Payables	(9,244,591.00)	(7,350,082.00)
Total	15,149,071.08	9,980,744

Cardinal Otunga Girls' High School
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Other important disclosure notes

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

16 Non-current Liabilities Summary

Description	Insert Current FY	Insert Comparative FY
	Kshs	Kshs
Bank Loans	-	-
Outstanding Leases	-	-
Hire Purchase	-	-
Gratuity And Leave Provision	-	-
Others (specify)	-	-
Total	-	-

17 Biological assets

Description	Numbers	2022- 2023 FY	2021 -2022 FY
		Kshs	Kshs
Cattle		600,000	405,000
Goats		N/A	N/A
Trees		750,000	400,000
Coffee Or Tea Plantation		N/A	N/A
Poultry		N/A	N/A

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Others (specify)		N/A	N/A
Total		-	-

18 Borrowings

Description	Kshs	Kshs
Borrowings at beginning of the year	-	-
Borrowings during the year	-	-
Repayments during the year	-	-
Balance at the end of the year	-	-

Other important disclosure notes

19 Stock/ Inventory

Description	2022 2023 FY	2021/ 2022 FY
	Kshs	Kshs
Food stuffs		
(a) Maize (26 bags)	208,0000	Stock at bag 600,000 Stock purchasing during the year 46,000,000 Stock issued during (45,800,000) Bal c/d 800,000
(b) Beans (49 bags)	882,000	
(c) Rice (60 bags)	420,000	
(d) Sugar (24 bags)	244,800	
(e) Tea Leaves (71 packets)	35,500	
(f) Salt (12 bundles)	950	
(g) Cooking Oil (160 Litres)	38,800	
(h) Baking flour(50 Bags)	110,000	
Lab consumables		
Farm produce	Nil	
Medication	Nil	

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Construction Materials	N/A	
Others (specify)	N/A	

The figures as per requested management has been inserted as per management letter.
(Stock to be measured at lower of cost and net realisable value. Net realisable value is the difference between selling costs less costs to sell)

20 Progress On Follow Up Of Auditor Recommendations

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

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


 Sign and Date
 Principal



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11. Annexes

Annex I - Analysis of Pending Accounts Payable

Supplier Of Goods Or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current 2023	Outstanding Balance Comparative 2022	Comments
	A	b	C	d=a-c		
	Kshs	Kshs	Kshs	Kshs	Kshs	
Construction of buildings						
1. ELGON GREAT WALL	400,000	18/1/2022	400,000	0	400,000	
2. TENACIAS PAINT HARDWARE	758,650	2/6/2022	758,650	0	758,650	
Supply of goods						
3. NEW ADATIA WHOLESALEERS	990,000	31/5/2022	990,000	0	990,000	
4. MUTS TECHNOLOGIES	480,700	30/5/2022	480,700	0	480,700	
5. ZENITH LIMITED	710,000	30/4/2022	710,000	0	710,000	
6. BRIGID SITUMA	420,000	22/4/2022	420,000	0	420,000	
7. COLLETA WANYAMA	795,000	6/6/2022	795,000	0	795,000	
8. METRINE MURUTU	170,500	April- June 2022	170,500	0	170,500	
9. CATHERINE WASILWA	210,000	10/6/2022	210,000	0	210,000	
10. PETER SIMIYU	710,000	3/1/2022 11/5/2022	710,000	0	710,000	

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Supplier Of Goods Or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current 2023	Outstanding Balance Comparative 2022	Comments
11. PATRICK MUKOYA	93,900	Jan- April 2022 25/4/2022	93,900	0	93,900	
12. RABECCA MBOYA	250,000	7/1/2022	250,000	0	250,000	
13. ROBERT LUKHALE	102,000	25/3/2022	102,000	0	102,000	
14. PHILIP MAKOKHA	47,500	25/4/2022	47,500	0	47,500	
15. ALEX WAFULA	139,000	25/4/2022	139,000	0	139,000	
16. ROSEMARY WANASWA	92,000	25/4/2022	92,000	0	92,000	
17. NINDE WOMEN GROUP	70,000	25/4/2022	70,000	0	70,000	
18. BENSON MABONGA	185,000	20/6/2022	185,000	0	185,000	
19. DAVID MAKOKHA	177,000	11/4/2022	177,000	0	177,000	
20. ANTHONY NAKHABALA	243,000	April – June 2022	243,000	0	243,000	
21. JOJAY SHALOM ENTERPRISE	272,000	18/6/2022	272,000	0	272,000	
22. PATRICK KHAEMBA	900,000	31/5/2022	900,000	0	900,000	
23. WADORWA GENERAL SUPPLIES	210,000	30/4/2022	210,000	0	210,000	
Supply of services						
24. WORKERS' SALARY	818,341	29/6/2022	818,341		818341	

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Supplier Of Goods Or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current 2023	Outstanding Balance Comparative 2022	Comments
Construction Of Buildings						
25. Purves sales	1,495,870.00	19/7/2022	0	1,495,870	0	
Supply Of Goods						
26. Romie Enterprise	224,000.00	5/1/2023 6/3/2023	0	224,000.00	0	
27. Jenvy Enterprise	80,000.00	22/7/2022	0	80,000.00	0	
28. Martha Nekesa	673,400.00	14/10/2022	0	673,400.00	0	
29. Pestgon Limited	449,200.00	3/11/2022 3/8/2022	0	449,200.00	0	
30. Patrick Juma khaemba	1,500,000.00	29/5/2023 26/6/2023	0	1,500,000.00	0	
31. Desel Supplies	205,700.00	17/2/2023	0	205,700.00	0	
32. Peter Simiyu	380,000.00	25/7/2022	0	380,000.00	0	
33. Code shop Technologies	400,000.00	Feb- April 2023 April – June 2023	0	400,000.00	0	
34. Nawaka Youth Enterprise	140,000.00	Invoice 13/9/2022	0	140,000.00	0	
35. Fusa & Services	210,000.00	26/9/2022	0	210,000.00	0	
36. Naliaka General Supplies	387,000.00	30/9/2022	0	387,000.00	0	
37. Protus Wangila Masinde	594,000.00	7/2/2023 31/1/2023	0	594,000.00	0	

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Supplier Of Goods Or Services	Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current 2023	Outstanding Balance Comparative 2022	Comments
		14/4/2023				
38. Lakeside Products	765,309.00	14/2/2023 19/1/2023	Nil	765,309.00	0	
39. Rose Naliaka	160,000.00	7/7/2022	Nil	160,000.00	0	
40. Martin John Wanyonyi	240,000.00	18/11/2022	Nil	240,000.00	0	
41. Annah Naliaka Wsula	800,000.00	13/4/2023	Nil	800,000.00	0	
42. Wamuena Supplier	177,400.00	18/4/2023	Nil	177,400.00	0	
43. New Adatia Wholesaler	310,000.00	24/3/2023	Nil	310,000.00	0	
44. Zeed & Ceed Limited	709,000.00	16/1/2023 13/1/2023	Nil	709,000.00	0	
45. Peter Mulongo	940,000.00	4/4/2023	Nil	940,000.00	0	
46. Tairon Supploers	100,000.00	13/7/2022	Nil	100,000.00	0	
47. Catherine Wasilwa	238,000.00	4/7/2022	Nil	238,000.00	0	
48. Clara Wafula	245,000.00	5/5/2023	Nil	245,000.00	0	
49. Evertec Business Investment	395,000.00	4/6/2023	Nil	395,000.00	0	
50. Peak Lab Limited	840,000.00	13/6/2023	Nil	840,000.00	0	
51. Gilbert Firewood	70,000.00	5/5/2023	Nil	70,000.00	0	
52. Danvbees	60,000.00	28/1/2023	Nil	60,000.00	0	

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Supplier Of Goods Or Services		Original Amount	Date Contracted	Amount Paid To-Date	Outstanding Balance Current 2023	Outstanding Balance Comparative 2022	Comments
53.	Sunshine Auto mobiles	245,534.00	6/12/2022	Nil	245,534.00	0	
54.	Master electronics	10,000.00	1/9/2022 22/5/2023	Nil	10,000.00	0	
55.	John keen Barasa Wafubwa	180,000.00	18/8/2022 3/2/2023	Nil	180,000.00	0	
56.	Multi-mode System	119,600.00	14/1/2022	Nil	119,600.00	0	
57.	Copar Agencies	101,000.00	24/2/2023	Nil	101,000.00	0	
58.	Tracks trails	52,040.00	29/3/2023	Nil	52,040.00	0	
59.	Get Smart Solution Limited	278,800	24/3/2023	Nil	278,800	0	
60.	Salaries	1,064,232.00	30/6/2023	Nil	1,064,232.00	0	
61.	Cyber School Technology	174,000.00	31/5/2023	Nil	174,000.00	0	
62.	Flacon enterprise	437,000.00	16/6/2023	Nil	437,000.00	0	
63.	Skullab Enterprise	481,115.00	24/7/2022 31/7/2022 22/7/2022	Nil	481,115.00	0	
Grand Total		25,246,591		9,244,591.00	16,002,000.00	0	

Revised copy of analysed pending account payable as above

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Annex 2 – Summary of Fixed Assets Register

Asset Class	Historical Cost b/f (Kshs) 1st July 2022	Additions during the year (Kshs)	Disposals during the year (Kshs)	Historical Cost c/f (Kshs) 30th June 2023
Land	50,000,000	-		50,000,000
Buildings And Structures	180,000,000	-	-	180,000,000
Motor Vehicles (i) KAE 210F	418,500			418,500
(ii) KBN 831E	5,250,000	-	-	5,250,000
Office Equipment, Furniture And Fittings		-	-	-
Textbooks (i) Top National mocks (ii) Peak guide KCSE	3,000,000			3,000,000
ICT Equipment	-	-	-	-
Tools And Apparatus	-			
Other Machinery And Equipment	-	-	-	-
Heritage And Cultural Assets	-	-		-
Intangible Assets- Soft Ware		-	-	-
Total	238,668,500	-	-	238,668,500