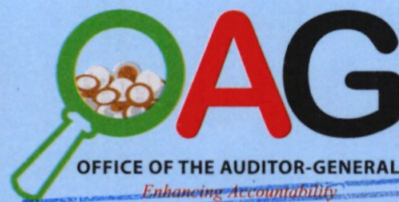


REPUBLIC OF KENYA



OFFICE OF THE AUDITOR-GENERAL
Enhancing Accountability



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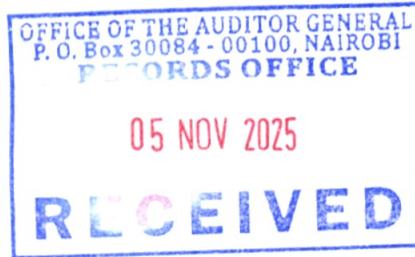
OFFICE OF THE REGISTRAR OF
POLITICAL PARTIES STAFF
MORTGAGE AND CAR LOAN SCHEME

FOR THE YEAR ENDED
30 JUNE, 2025

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OFFICE OF THE REGISTRAR OF POLITICAL PARTIES

STAFF MORTGAGE AND CAR LOAN SCHEME

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDED

30TH JUNE 2025

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



**The Office of Registrar of Political Parties Mortgage/ Car Loan Scheme
Annual Report and Financial Statements For the year ended 30th June 2025**

TABLE OF CONTENTS	PAGE
1. ACRONYMS AND DEFINITION OF KEY TERMS	ii
2. KEY FUND INFORMATION AND MANAGEMENT	iii
3. STAFF MORTGAGE AND CAR LOAN ADVISORY COMMITTEE	vii
4. CHAIRPERSON'S REPORT	x
5. REPORT OF THE FUND MANAGER/ ADMINISTRATOR	xiii
6. STATEMENT OF PERFORMANCE AGAINST PREDETERMINED OBJECTIVES	xvi
7. CORPORATE GOVERNANCE STATEMENT	xvii
8. MANAGEMENT DISCUSSION AND ANALYSIS	xxii
9. ENVIRONMENTAL AND SUSTAINABILITY REPORTING	xxv
10. REPORT OF THE SCHEME ADMINISTRATION COMMITTEE	xxviii
11. STATEMENT OF MANAGEMENT'S RESPONSIBILITIES	xxx
12. REPORT OF THE INDEPENDENT AUDITOR FOR THE FINANCIAL STATEMENTS	xxxii
13. STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 TH JUNE 2025	1
14. STATEMENT OF FINANCIAL POSITION AS AT 30 TH JUNE 2025	2
15. STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 30 TH JUNE 2025	3
16. STATEMENT OF CASH FLOWS FOR THE YEAR ENDED 30 TH JUNE 2025	4
17. STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS FOR THE YEAR ENDED 30 TH JUNE 2025	5
18. NOTES TO THE FINANCIAL STATEMENTS	6
19. ANNEXES	18

1. ACRONYMS AND DEFINITION OF KEY TERMS

i) Acronyms

CBK	Central Bank of Kenya
CEO	Chief Executive Officer
CSR	Corporate Social Responsibility
DG	Director General
FY	Financial Year
HRM	Human Resource Management
ICPAK	Institute of Certified Public Accountants of Kenya
ICT	Information and Communication Technology
IPSAS	International Public Sector Accounting Standards
MD	Managing Director
MOU	Memorandum of Understanding
NT	National Treasury
OAG	Office of the Auditor General
OCOB	Office of the Controller of Budget
ORPP	The Office of the Registrar of Political Parties
OSHA	Occupational Safety and Health Act of 2007
PFM	Public Finance Management
PPE	Property Plant & Equipment
PSASB	Public Sector Accounting Standards Board
SAGAs	Semi-Autonomous Government Agencies

ii) Definition of Key Terms

Comparative Year	Means the prior period.
Fiduciary Management	Members of Management directly entrusted with the entity's financial resources
Registrar	The Registrar of Political Parties
The Office	Means the Office of the Registrar of Political Parties

2. KEY FUND INFORMATION AND MANAGEMENT

a) Background information

The Office of the Registrar of Political Parties Staff Mortgage and Car Loan Scheme (the Scheme Fund) is established pursuant to the Salaries and Remuneration Commission vide Circular No .SRC/ADM/CIR/1/13.III (128) dated 17th December, 2014. The Office developed the Political Parties (Staff Mortgage and Car Loan Scheme) Regulations, 2017, which were gazetted vide legal notice No. 294 on 29th December, 2017 to guide the implementation of the Scheme. The Fund is wholly owned by the Office of the Registrar of Political Parties (ORPP) and is domiciled in Kenya.

b) Principal Activities

The objective of the Fund is to empower ORPP staff to benefit from Government funded loans, to access mortgage facilities and purchase cars for non-commercial use. It is expected that the scheme will continue to motivate and contribute towards attraction and retention of requisite skills in the Office of the Registrar of Political Parties.

The Fund Administrator is Housing Finance (HF). The Staff Mortgage and Car Loan Committee was established pursuant to Regulation 7 of the Political Parties (Staff Mortgage and Car Loan Scheme) Regulations, 2017. The committee is charged with the responsibility of processing loans from applicants in accordance with laid down approved regulations, setting up a revolving Fund for the disbursement of loans, and supervising the day-to-day operations of the Fund. The fund administrator is responsible for the day-to-day operations.

The principal activities of the Scheme are to: -

- i) Purchase existing residential property;
- ii) Purchase land and construct residential property;
- iii) Construct, renovate and improve existing residential property;
- iv) Takeover loans on existing mortgages;
- v) Provide equity release;
- vi) Purchase cars; and
- vii) Take-over of existing car loans.

**The Office of Registrar of Political Parties Mortgage/ Car Loan Scheme
Annual Report and Financial Statements For the year ended 30th June 2025**

c) Key Management

Table 1: Key Management

Position	Name
Fund Manager/ Administrator	Housing Finance Corporation

d) Fiduciary Oversight Arrangements

i) Internal Audit

The Staff Mortgage and Car Loan facility is audited by internal audit of ORPP whose reports are tabled to the Audit Committee.

ii) Staff Mortgage and Car Loan Advisory Committee

The Staff Mortgage and Car Loan Advisory Committee has a fiduciary responsibility and comprise of the following members: -

Table 2: Staff Mortgage and Car Loan Advisory Committee

S/No.	Name	Designation	Appointment
i)	Joshua Kimulu	Director, Finance, Political Parties Fund and Strategy	Chairperson
ii)	Jane Kamau	Deputy Director, Administration	Vice Chairperson
iii)	Anastacia Kaberere	Deputy Director, Political Parties Capacity Building	Member
iv)	Douglas Wanzala	Deputy Director, Accounting Services	Member/Liaison Officer
v)	Elizabeth Ndwiga	Legal Officer	Member
vi)	Lenard Rotich	ICT Officer	Member
vii)	Jacqueline Kosgei	Assistant Director HRM	Secretary (Up to January 2025)
viii)	Damaris Mwendwa	Deputy Director, HRM	Secretary (From February 2025)
Secretariat			
i)	Elizabeth Wakesho	Senior HRM Officer	Secretariat
ii)	Ruth Kerito	Senior Office Administrator	Secretariat

The Office of Registrar of Political Parties Mortgage/ Car Loan Scheme
Annual Report and Financial Statements For the year ended 30th June 2025

e) ORPP Headquarters

P.O. Box 1131 – 00606,
 Lion Place 4th Floor,
 Karuna Close, Off Waiyaki Way,
 Westlands, Nairobi, Kenya
 Telephone: (254) (020) 4022000
 E-mail: info@orpp.or.ke
 Website: www.orpp.or.ke

Table 3: Office of the Registrar of Political Parties - Regional offices

i. Kisumu Re-insurance Plaza 3 rd floor Wing B Oginga Odinga Road kisumu@orpp.or.ke +254(0)204022442	ii. Mombasa Jubilee Building, 2 nd Floor Moi Avenue, mombasa@orpp.or.ke +254(0)204022401	iii. Uasin-Gishu Kerio-Valley Development Authority (KVDA) Plaza 7 th floor, Oloo Street uasingishu@orpp.or.ke +254(0)204022427
iv. Isiolo County Estate, Isiolo Township Plot No.LR7918/164 isiolo@orpp.or.ke +254(0)204022411	v. Machakos Mutunguni Plaza 4 th Floor Syokimau Avenue machakos@orpp.or.ke +254(0)204022416	vi. Nakuru Assumption Centre 4 th Floor Moi Road nakuru@orpp.or.ke +254(0)204022432
vii. Nyeri Advocates Plaza, Baden Powell Road nyeri@orpp.or.ke +254(0)204022419	viii. Bungoma Daima Plaza Bungoma – Mumias Road bungoma@orpp.or.ke +254(0)204022439	ix. Malindi Malindi-Complex Mall Malindi – Garsen Road malindi@orpp.or.ke +254(0)204022403
x. Nyahururu GF Plaza Kenyatta Avenue nyahururu@orpp.or.ke +254(0)204022418	xi. Garissa ORPP of the Auditor General Second Floor garissa@orpp.or.ke +254(0)204022408	xii. Kitale One Tanna Towers Fourth Floor kitale@orpp.or.ke +254(0)204022426

f) Fund Bankers

Housing Finance Corporation
Koinange Street
P.O. Box 30088
City Square 00100
Nairobi, Kenya

g) Independent Auditor




Auditor-General
Office of The Auditor General
Anniversary Towers, University Way
P.O. Box 3008 - 00100
Nairobi, Kenya

h) Principal Legal Adviser

The Attorney General
State Law Office and Department of Justice
Harambee Avenue
P.O. Box 40112
City Square 00200
Nairobi, Kenya

**The Office of Registrar of Political Parties Mortgage/ Car Loan Scheme
Annual Report and Financial Statements For the year ended 30th June 2025**

3. STAFF MORTGAGE AND CAR LOAN ADVISORY COMMITTEE

 <p>CPA Joshua M. Kimulu Director, Finance, Political Parties Fund and Strategy</p>	<p>Mr. Joshua Kimulu is responsible for effective implementation of prudent financial management strategies, policies, standards and procedures in budget planning and preparation, and resource mobilisation. He holds a Master of Science Degree in International Economics and Business from University of Groningen, the Netherlands, a Bachelor of Arts Degree in Economics from Moi University. He is a Certified Public Accountants (CPA K), has a certificate in Strategic Leadership development Programme (SLDP) and a certificate in Senior Management Course (SMC) from Kenya School of Government and a Professional Certificate in International Trade from the University of Adelaide, Australia.</p>
 <p>Jane N. Kamau Deputy Director, Administration</p>	<p>Jane Kamau is the head of Administration Department. The Department is responsible for with providing the logistical support for ORPP operations in order to ensure the smooth running of Office activities. She holds a Master of Arts in Linguistics and a Bachelor of Education (BEd), both from the University of Nairobi, and is a member of the Kenya Institute of Management (KIM).</p>
 <p>CPA Douglas Wanzala Deputy Director, Accounting Services</p>	<p>Douglas Wanzala is responsible for implementing prudent financial management policies, strategies, standards, procedures in accounting in line with Public Financial Management Act (PFM) and other Treasury Circulars. He holds a Master of Science (Msc) in Finance and Economics, and a Bachelor of Commerce degree (Finance Option) from KCA University. He is a Certified Public Accountant and a Member of the Institute of Certified Public Accountants of Kenya (ICPAK). He has a certificate in Strategic Leadership development Programme (SLDP) and a certificate in Senior Management Course (SMC) from Kenya School of Government.</p>