REPUBLIC OF KENYA

A D/Commistees



OFFICE OF THE AUDITOR-GENERAL

### **REPORT**

**OF** 

### THE AUDITOR-GENERAL

ON

# THE FINANCIAL STATEMENTS OF CONSTITUENCIES DEVELOPMENT FUND RONGAI CONSTITUENCY

FOR THE YEAR ENDED 30 JUNE 2015





## CONSTITUENCIES DEVELOPMENT FUND

BOARD SECRETARIAT

Harambee Plaza
10<sup>th</sup> Floor
Junction of Haille Sellasie Avenue & Uhuru Highway
E mail: cdf@wananchi.com
NAIROBI

Visit Our Website http://www.cdf.go.ke P.O Box 46682-00100 Tel: 020-2230015/9, 2230027, 2230032 Cell:0712464160 & 0734260114 Fax:020-2230029 NAIROBI

### CDF BOARD/AUDITOR GENERAL/2015/173

**SEPTEMBER 29, 2015** 

Mr. Edward Ouko, CBS The Auditor General P.O Box 30084 – 00100 NAIROBI

Dear Sir

KENYA NATIONAL AUDIT OFFICE P.O. Box 30084 - 00100, NAIROBL 3 0 SEP 2015 RECEIVED

RE: CONSTITUENCIES DEVELOPMENT FUND FINANCIAL STATEMENTS FOR 2014/2015 FINANCIAL YEAR

Pursuant to the Constituencies Development Fund (CDF) Act,2013 Section 44 (4), we wish to submit 2014/2015 Annual Accounts of Rongai Constituency for your necessary action in accordance with CDF Act Section 45 (4).

Yours faithfully

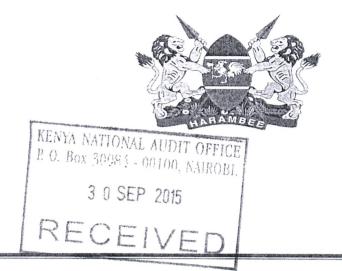
YUSUF MBUNO

Ag. CHIEF EXECUTIVE OFFICER

Copy to:

Eng. Peter O. Mangiti
Principal Secretary, Planning
Ministry of Devolution and Planning
P.O Box 30005 -00100
NAIROBI.





### CONSTITUENCY DEVELOPMENT FUND-RONGAI CONSTITUENCY

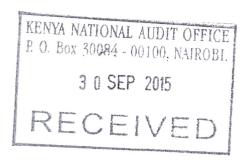
### REPORTS AND FINANCIAL STATEMENTS

### FOR THE FINANCIAL YEAR ENDED JUNE 30, 2015

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

# CONSTITUENCY DEVELOPMENT FUND – RONGAI CONSTITUENCY Reports and Financial Statements For the year ended June 30, 2015

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### I. KEY CONSTITUENCY INFORMATION AND MANAGEMENT

### (a) Background information

The Constituencies Development Fund (CDF) was set up under the CDF Act, 2003 now repealed by the CDF Act, 2013. The Constituencies Development Fund is represented by the Cabinet Secretary for Devolution and Planning, who is responsible for the general policy and strategic direction of the Constituencies Development Fund.

### (b) Key Management

The Ronai Constituency's day-to-day management is under the following key organs:

- i. Constituencies Development Fund Board (CDFB)
- ii. Constituency Development Fund Committee (CDFC)

### (c) Fiduciary Management

The key management personnel who held office during the financial year ended 30<sup>th</sup> June 2015 and who had direct fiduciary responsibility were:

No.	Designation	Name
1.	Accounting Officer	Yusuf Mbuno
2.	A.I.E holder	Ms Beatrice Bowen
3.	Accountant	Mr. John Lelei
4.		

### (d) Fiduciary Oversight Arrangements

The Audit and Risk Management Committee (ARMC) of CDF Board provide overall fiduciary oversight on the activities of Rongai Constituency. The reports and recommendation of ARMC when adopted by the CDF Board are forwarded to the Constituency Development Fund Committee (CDFC) for action. Any matters that require policy guidance are forwarded by the Board to the Cabinet Secretary and National Assembly Select Committee.

### (e) Rongai Constituency Headquarters

P.O. Box 46682-00100 HARAMBEE PLAZA, 10<sup>TH</sup> FLOOR JUNCTION OF HAILE SELLASSIE AND UHURU AVENUE Nairobi, KENYA

### CONSTITUENCY DEVELOPMENT FUND -RONGAL CONSTITUENCY

Reports and Financial Statements

For the year ended June 30, 2015

### (f) RONGAI CDF Contacts

RONGAI CONSTITUENCY CDF KAMBI YA MOTO BULDING NAKURU/RAVINE ROAD P.O.BOX 12848-20100 NAKURU,KENYA

### (g) RONGAI CDF Bankers

1. KENYA COMMECIAL BANK,NAKURU BRANCH A/C NO.1101849169

### (h) Independent Auditors

Auditor General Kenya National Audit Office Anniversary Towers, University Way P.O. Box 30084 GOP 00100 Nairobi, Kenya

### (i) Principal Legal Adviser

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

# II. FORWARD BY THE CHAIRMAN CONSTITUENCY DEVELOPMENT FUND COMMITTEE (CDFC)

On behalf of Rongai constituency cdfc, i would like to express my sincere gratitude on the amount allocated to our constituency. During the financial year 2014/2015, the allocation was utilised on priority basis upon receiving money from the board.

Rongai constituency cdf put more concern on:-

- I. education
- II. security
- III. environment
- IV. agriculture

### i) Education

As a way of eradicating poverty, we embanked mostly on education, we managed to build classrooms in various schools. We were also able to pay school fees as means of bursaries to various needy and orphan students.

### II) Security

Security was also a concern issue in our constituency; we managed to establish structures i.e buildings and toilets within the constituency in various police post and stations. This will improve security and also working conditions of the security officers.

### iii) Environment

As pertaining environment, we managed to plant trees and also took care of sanitation by building toilets in schools and public areas.

### iv) Agriculture

In agriculture we managed to uprade a cattle dip. The amount allocated to agriculture was only enough to cater for the same.

Following the petition to court concerning devolving cdf to the county, members were uncomfortable over the same. It is to the best of the members that the cdf remain on the constituency level where members are able to access it.

### CONSTITUENCY DEVELOPMENT FUND -RONGAL CONSTITUENCY

Reports and Financial Statements For the year ended June 30, 2015

ome projects had not been implemented at the closure of the financial year; this is due to the delayed disbursement of funds from the board. I would like to urge the board if it can be able to disburse funds early so that projects can be implemented in time. The projects which had not been implemented are now on going.

There so many needy cases in our constituency hence the funds allocated are not enough to cater for the same. I am requesting the board to add the allocation to our constituency.

Richard Moindi

CHAIRMAN CDFC

### CONSTITUENCY DEVELOPMENT FUND -RONGAI CONSTITUENCY

Reports and Financial Statements

For the year ended June 30, 2015

### III. STATEMENT OF CDF MANAGEMENT RESPONSIBILITIES

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

The Accounting Officer in charge of the Rongai CDF is responsible for the preparation and presentation of the CDF's financial statements, which give a true and fair view of the state of affairs of the CDF for and as at the end of the financial year (period) ended on June 30, 2015. This responsibility includes: (i) maintaining adequate financial management arrangements and ensuring that these continue to be effective throughout the reporting period; (ii) maintaining proper accounting records, which disclose with reasonable accuracy at any time the financial position of the CDF; (iii) designing, implementing and maintaining internal controls relevant to the preparation and fair presentation of the financial statements, and ensuring that they are free from material misstatements, whether due to error or fraud; (iv) safeguarding the assets of the CDF; (v) selecting and applying appropriate accounting policies; and (vi) making accounting estimates that are reasonable in the circumstances.

The Accounting Officer in charge of the Rongai CDF accepts responsibility for the *CDF'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 Accounting Officer is of the opinion that the *CDF's* financial statements give a true and fair view of the state of *CDF's* transactions during the financial year ended June 30, 2015, and of the *CDF's* financial position as at that date. The Accounting Officer charge of the Rongai CDF further confirms the completeness of the accounting records maintained for the *CDF*, which have been relied upon in the preparation of the *CDF's* financial statements as well as the adequacy of the systems of internal financial control.

The Accounting Officer in charge of the Rongai CDF confirms that the CDF has complied fully with applicable Government Regulations and the terms of external financing covenants (where applicable), and that the CDF's funds received during the year under audit were used for the eligible purposes for which they were intended and were properly accounted for. Further the Accounting Officer confirms that the CDF's financial statements have been prepared in a form that complies with relevant accounting standards prescribed by the Public Sector Accounting Standards Board of Kenya.

### Approval of the financial statements

The CDF's financial statements were approved and signed by the Accounting Officer on 171529 2015.

Richard Moindi

Chaiman CDFC

Beatrice Bowen

Fund Manager

### REPUBLIC OF KENYA

Telephone: +254-20-342330 Fax: +254-20-311482 E-mail: oag@oagkenya.go.ke Website: www.kenao.go.ke



P.O. Box 30084-00100 NAIROBI

### OFFICE OF THE AUDITOR-GENERAL

# REPORT OF THE AUDITOR-GENERAL ON CONSTITUENCIES DEVELOPMENT FUND-RONGAI CONSTITUENCY FOR THE YEAR ENDED 30 JUNE 2015

### REPORT ON THE FINANCIAL STATEMENTS

I have audited the accompanying financial statements of Constituencies Development Fund Rongai Constituency set out on pages 6 to 17, which comprise the statement of financial assets as at 30 June 2015, and the statement of receipts and payments, statement of cash flows and summary statement of appropriation: recurrent and development combined 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 8 of the Public Audit Act, 2003.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair representation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis) and for such internal control as management determines is necessary to enable preparation of financial statements that are free from material misstatement, whether due to fraud or error.

The management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 7 of the Public Audit Act, 2003.

### Auditor-General's Responsibility

My responsibility is to express an opinion on these financial statements based on the audit and report in accordance with the provisions of Section 9 of the Public Audit Act, 2003 and submit the audit report in compliance with Article 229(7) of the Constitution. The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). Those standards require compliance with ethical requirements and that the audit be planned and performed to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances but not for the purpose of expressing an opinion on the effectiveness of

Report of The Auditor-General on Constituencies Development Fund-Rongai Constituency for the year ended 30 June 2015

the Fund's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Because of the matters described in the Basis for Disclaimer of Opinion paragraph, however, I am not able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion.

### **Basis for Disclaimer of Opinion**

### 1. Failure to prepare aTrial Balance

No trial balance was presented for audit verification to confirm whether the balances reflected in the financial statements agreed with the books of account. In the circumstance the validity and accuracy of the balances in the financial statements could not be ascertained.

### 2. Statement of Assets

The statement of assets as at 30 June 2015 reports financial assets totaled to Kshs.33,290,739.70 represented by the fund balance brought forward of Kshs.40,274,460.30 and a deficit of Kshs.6,983,721.60. The fund balance brought forward balance of Kshs.40,274,460.30 differs from the audited balance of Kshs.39,440,000 for the year ended 30 June 2014 by Kshs.834,460.30. In the circumstance, the reported bank balance of Kshs.33,290,738.70 is not fairly stated.

### 3. Stale Cheques

Bank reconciliation statement for the month of June 2015 reported un-presented cheques totaling to Kshs.25,734,899.55. Included in the balance are stale cheques worth Kshs.2,859,978.55 which have not been presented to the bank for over six (6) months. No reason has been given to explain why the checks were not presented to the bank for clearance. In the circumstance, the reported bank balance of Kshs.33,290,738.70 is not fairly stated.

### 4. Committee Expenses

The statement of receipts and payments reports committee expenses of Kshs.3, 732,226. However, Note 6 to the financial statement reported committee expenses of Kshs.1,117,226 and committee allowances of Kshs.15,000 both totalling Kshs.1,132,226 resulting to an unexplained difference of Kshs.2,600,000 from the balance of Kshs.3,732,226 shown in the statement.

In addition, schedules presented for audit in support of committee expenses revealed payments totaling Kshs.2,855,550 aganist Kshs.3,732,226 reflected in the statement thus resulting in a further difference of Kshs.876, 676 which has not been explained or supported. In the circumstance, the accuracy and completeness of the Committee expenses balance amount of Kshs.3, 732,226 reflected in the statement could not be ascertained.

### 5. Use of Goods and Services

The statement of receipts and payments reflects use of goods and services balance of Kshs.2,719,150. Schedules presented in support of the expenditure revealed a total of Kshs.2,466,504 resulting in an unexplained and unreconciled difference of Kshs.252,640. In the circumstance, the use of goods and services balance of Kshs.2,719,150 reported in the statement of receipts and payments is not fairly stated.

### 6. Summary of Fixed Asset Register

The summary of fixed asset register as at 30 June 2015 as reported in Annexure 4 reflects total assets of Kshs.27,800,000 which is the same balance as at 30 June 2014 However, the statement of receipts and payments and Note 10 reported acquisition of assets valued at Kshs.121,400. In the circumstance, CDF assets are understated by Kshs.121,400.

### 7. Transfer to Other Government Units

The statement of receipts and payments also reported transfers to other government units of Kshs.53,052,133 as supported by Note 7 to the financial statements. However, there is no Note 7 in the financial statements and therefore it was not possible to establish the composition of transfers to other Government Units. In addition, schedules and other supporting documents for the said expenditure were not presented for audit verification. In the circumstance, the correctness and completeness of expenditure could not be confirmed.

### 8. Compensation to Employees

The statement of receipts and payments for the year ended 30 June 2015 reported compensation of employee's balance of Kshs.1,641,060. Payrolls presented for audit revealed total expenditure of Kshs.1,118,028 leading to unreconciled and unexplained difference of Kshs.523,032. In the circumstance, the compensation of employee's balance of Kshs.1,641,060 is not fairly stated.

### 9. Inaccuracies in the Comparative Figures – Receipts

The statement of receipts and payments reports differences in comparative figures as shown below:-

Item	Financial statement 2013/2014 (Kshs)	Comparative Figure Kshs.	Difference Kshs
Total Receipts	121,885,000	122,705,000	820,000
Compensation of employees	2,157,000	2,158,000	1,000
Use of goods and services	2,509,000	2.294,000	215,000
Comparative surplus	38,836,000	39,440,000	604,000
Bank balance	40,274,460	39,440,000	834,460

In the circumstance, comparative balances reflected in the financial statements for the year were not fairly stated.

### 10. Budget Performance Analysis - Under-Absorption of Funds

The summary statement of appropriation for the year ended 30 June 2015 shows total budgeted expenditure of Kshs.144,799,736.30 comprised of Kshs.104,525,276 for the financial year 2014/2015 and Kshs.40,274,460 rolled over from the financial year 2013/2014. However, only Kshs.112,741,997 or seventy-eight percent (78%) of the budget was actually spent inspite of all budgeted the funds having been received. Although, the absorption rate improved from sixty-eight percent (68%) in the financial year 2013//2014 to seventy-eight percent (78%), in the year under review the under-absorption implies delay in implementation of projects which may lead to escalation of costs and denial of services to the constituents.

### 11. Bursaries

Rongai Constituency Development Fund disbursed bursaries totalling Kshs.28,235,400. During the year under review, examination of the list of bursary beneficiaries attached to the payment vouchers revealed huge disparities in award of the bursaries. While most secondary schools students were allocated between Kshs.2,000 and Kshs.3,000, some students were allocated Kshs.10,000. Review of bursary committee minutes revealed that Rongai Constituency Development Fund Bursary committee has not established criteria for allocation of bursaries and students are not categorized before award of bursaries as required by Constituency Development Fund Board Circular No.Vol.1 /III dated 13 September 2010. In the circumstance, the payment of bursaries amounting to Kshs.28,235,400 could not be confirmed as having followed any established criteria.

### Disclaimer of Opinion

Because of the significance of the matters described in the Basis for Disclaimer of Opinion paragraph, I have not been able to obtain sufficient appropriate audit evidence to provide a basis for an audit opinion. Accordingly, I do not express an opinion on the financial statements.

FCPA Edward R.O. Ouko, CBS AUDITOR-GENERAL

Nairobi

17 November 2016

### I. STATEMENT OF RECEIPTS AND PAYMENTS

i. STATEMENT OF RECEIT IS AND LA	E IVERZI V E CO		
	Note	2014-2015 Kshs	2013-2014 Kshs
RECEIPTS			
Transfers from CDF board-AIEs' Received	1	104,525,276.00	121,885,000.0
Proceeds from Sale of Assets	2	-	
Other Receipts(Reversal and excess imprests)	3	1,233,000.00	
TOTAL RECEIPTS		105,758,276.00	121,885,000.0
PAYMENTS			
Compensation of employees	4	1,641,060.00	2,157,000.00
Use of goods and services	5	2,719,150.00	2,294,000.00
Committee Expenses	6	3,732,226.00	2,741,000.00
Transfers to Other Government Units	7	53,052,133.00	55,245,000.00
Other grants and transfers	8	51,406,232.00	20,612,000.00
Social Security Benefits	9	9,600.00	-
Acquisition of Assets	10	121,400.00	-
Other Payments	11	60,196.60	-
TOTAL PAYMENTS		112,741,997.60	83,049,000.00
SURPLUS/DEFICIT		(6,983,721.60)	38,836,000.00

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The Rongai CDF financial statements were approved on 17<sup>14</sup> 577 2015 and signed

by:

Richard Moindi Chairman - CDFC Beatrice Bowen Fund Account Manager

### CONSTITUENCY DEVELOPMENT FUND -RONGAI CONSTITUENCY

Reports and Financial Statements For the year ended June 30, 2015

### IV. STATEMENT OF ASSETS

	Note	2014-2015 Kshs	2013-2014 Kshs
FINANCIAL ASSETS			
Cash and Cash Equivalents			
Bank Balances ( as per the cash book)	12A	33,290,739.70	40,274,460.30
Cash Balances (cash at hand)	12B	-	-
Outstanding Imprests	12C	-	-
TOTAL FINANCIAL ASSETS		33,290,739.70	40,274,460.30
REPRESENTED BY			
Fund balance b/fwd 1st July	13	40,274,460.30	-
Surplus/Defict for the year		(6,983,721.60)	-
Prior year adjustments	14	-	-
NET LIABILITIES		33,290,738.70	40,274,460.30

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The RONGAI CDF financial statements were approved on 2015 and signed

by:

Richard Moindi

Chairman - CDFC

Beatrice Bowen

Fund Account Manager

### CONSTITUENCY DEVELOPMENT FUND -RONGAL CONSTITUENCY

Reports and Financial Statements For the year ended June 30, 2015

V. STATEMENT OF CASHFLOW	V			
eceipts for operating income		2014 - 2015	2013 - 2014	
Transfers from CDF Board	1	104,525,276.00	12	1,885,000.00
Other Receipts	3	-		-
Payments for operating expenses				
Compensation of Employees	4	(1,641,060.00)	(2	,158,000.00)
Use of goods and services	5	(2,719,150.00)	(2	,294,000.00)
Committee Expenses	6	(3,732,226.00)	(2	741,000.00)
Transfers to Other Government Units	7	(53,052,133.00)	(55)	245,000.00)
Other grants and transfers	8	(51,406,232.00)	(20)	612,000.00)
Social Security Benefits	9	(9,600.00)		-
Other Payments	11	(60,196.60)		-
Adjusted for:				
Adjustments during the year		1,233,000.00		
Net cash flow from operating activities		(111,387,597.60)	(	83,050′000)
CASHFLOW FROM INVESTING ACTIVITIES				
Proceeds from Sale of Assets		0		
Acquisition of Assets	10	(121,400.00)		_
Net cash flows from Investing Activities				-
NET INCREASE IN CASH AND CASH EQUIVALENT		-		820,000.00
Cash and cash equivalent at BEGINNING of the year	15	40,274,460.30		320,000.00
Cash and cash equivalent at END of the year	16	33,290,738.70	40	,274,460.30

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The Rongai CDF financial statements were approved on THISEP 2015 and signed by:

Richard Mointi Chairman CDFC

Beatrice Bowen Fund Account Manager

# SUMMARY STATEMENT OF APPROPRIATION: RECURRENT AND DEVELOPMENT COMBINED

		And the state of t		Annual Control of the		Constitution of the Consti
Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilisation Difference	% of Utilisation
	а	ф	c=a+b	ф	e=c-d	f=d/c %
RECEIPTS						
Transfers from CDF Board	104,525,276.00	40,274,460.30	144,799,736.30	112,741,997.60	32,057,738.70	78
Proceeds from Sale of Assets	0	0	Ē	1	ī	0
Other Receipts	0	0	1	1	1	0
PAYMENTS			5		ı	0
Compensation of Employees	1,200,000.00	530,000.00	1,730,000.00	1,641,060.00	88,940.00	95
Use of goods and services	2,500,000.00	2,163,000.00	4,663,000.00	2,719,150.00	1,943,850.00	58
Committee Expenses	4,259,364.88	1,987,000.00	6,246,364.88	3,732,226.00	2,514,138.88	60
Transfers to Other Government Units	43,725,862.00	15,169,000.00	58,894,862.00	53,052,133.00	5,842,729.00	90
Other grants and transfers	52,292,049.12	20,425,460.00	72,717,509.12	51,406,232.00	21,311,277.12	71
Social Security Benefits	48,000.00		48,000.00	9,600.00	38,400.00	20
Acquisition of Assets	500,000.00		500,000.00	121,400.00	378,600.00	24
Other Payments	500,000.00		500,000.00	60,196.60	439,803.40	12

The Rongai-CDF mancial statements were approved on 17 500

Richard Moindi Chairman CDF

2015 and signed by:

Fund Account Manager

i.

0

(a) Note: The expenditures that seem to be more than the allocation are from the previous financial year and they accounted for by the funds brought forward to this year. This is due to the delayed disbursement from the board hence were implemented this year.

### VII. SIGNIFICANT ACCOUNTING POLICIES

The principle 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. The financial statements comply with and conform to the form of presentation prescribed by the Public Sector Accounting Standards Board of Kenya.

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

The financial statements have been prepared on the cash basis following the Government's standard chart of accounts. The cash basis of accounting recognises transactions and events only when cash is received or paid by the *CDF*.

### 2. Recognition of revenue and expenses

The *CDF* recognises all revenues from the various sources when the event occurs and the related cash has actually been received by the *CDF*. In addition, the *CDF* recognises all expenses when the event occurs and the related cash has actually been paid out by the *CDF*.

### 3. In-kind contributions

In-kind contributions are donations that are made to the *CDF* 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 *CDF* includes such value in the statement of receipts and payments both as revenue and as an expense 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 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.

### 5. Pending bill

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 *CDF* 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.

### 6. 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 *CDF*'s budget was approved as required by Law and as detailed in the Government of Kenya Budget Printed Estimates. A high-level assessment of the *CDF*'s actual performance against the comparable budget for the financial year under review has been included in an annex to these financial statements.

### 7. Comparative figures

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

### 8. 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, 2015.

### VIII. NOTES TO THE FINANCIAL STATEMENTS

### 1. TRANSFERS FROM OTHER GOVERNMENT ENTITIES

	Description		2014 - 2015 Kshs	2013 - 2014 Kshs
1330407	Normal Allocation	AIE NOA796670 AIE NOA796903	5,500,000.00 20,631,319.00	
		AIE NOA797022	26,131,319.00	
		AIE NOA797238	52,262,638.00	
	TOTAL	-	104,525,276.00	121,885,000.00

### 1.4 COMPENSATION OF EMPLOYEES

Description	2014 - 2015 Kshs	2013- 2014 Kshs
Basic wages of contractual employees	928,428.00	794,000.00
Basic wages of casual labour	-	
Personal allowances paid as part of salary		
House allowance	180,000.00	0
Transport allowance	0	0
Leave allowance	0	0
Other personnel payments	532,632.00	227,000.00
gratuity	0	1,136,000.00
Total	1,641,060.00	2,157,000.00

USF	OF	GOODS	AND	SERVICES

Description	2014 - 2015	2013 - 2014
	Kshs	Kshs
Utilities, supplies and services	798,250.00	100,000.00
Office rent	-	
Communication, supplies and services		75,000.00
Domestic travel and subsistence	-	100,000.00
Printing, advertising and information supplies & services	0	56,000.00
Rentals of produced assets	0	
Training expenses	495,000.00	907,000.00
Hospitality supplies and services	356,000.00	156,000.00
Insurance costs	0	
Specialised materials and services	0	-
Office and general supplies and services	211,372.00	407,000.00
Fuel ,oil & lubricants	455,825.00	
Other operating expenses	104,053.00	
Routine maintenance – vehicles and other transport equipment	298,650.00	493,000.00
Routine maintenance – other assets	-	
Total	2,719,150.00	2,294,000.00

### 6 COMMITTEE EXPENSES

Description	2014 - 2015 Kshs	2013 - 2014 Kshs	
ommitee expenses Commitee allowance	1,117,226.00 15,000.00	1,902,000.00 839,000.00	
TOTAL	3,732,226.00	2,741,000.00	

### NOTES TO THE FINANCIAL STATEMENTS (Continued)

### 8 OTHER GRANTS AND OTHER PAYMENTS

Description	2014 - 2015	2013 - 2014
	Kshs	Kshs
Bursary -Secondary	13,730,000.00	11,983,000.00
Bursary - Tertiary	15,732,400.00	-
Bursary-Special schools	-	-
Mocks & CAT	1,000,000.00	-
water	2,792,800.00	-
Agriculture (food security)	600,000.00	-
Electricity projects	-	-
Security	9,400,000.00	8,284,000.00
Roads	600,000.00	-
Sports	863,650.00	-
Environment	3,128,034.00	-
Emergency Projects (specify)	3,559,348.00	345,000.00
Total	51,406,232.00	20,612,000.00

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

# 10. ACQUISITION OF ASSETS 10 ACQUISITION OF ASSETS

Non Financial Assets	2014-2015	2013 - 2014
	Kshs	Kshs
Purchase of Buildings	0	0
Construction of Buildings	0	0
Refurbishment of Buildings	0	0
Purchase of Vehicles	0	0
Purchase of Bicycles & Motorcycles	0	0
Overhaul of Vehicles	0	0
Purchase of Office furniture and fittings	18,000.00	0
Purchase of computers ,printers and other IT equipments	103,400.00	0
Purchase of photocopier	0	0
Purchase of other office equipments		0
Purchase of soft ware	0	0
Acquisition of Land	0	0
Total	121,400.00	0

### 12A: Bank Accounts (cash book bank balance)

Name of Bank, Account No. & currency	Account Number	2014 - 2015	2013 - 2014
carrency	Number	Kshs)	Kshs
KCB	1101849169	33,290,739.70	40,274,460.30
Total		33,290,739.70	40,274,460.30
13. BALANCES BROUGHT FO	ORWARD		
		2014 - 2015	2013 - 2014
		Kshs	Kshs
Bank accounts			
Cash in hand		40,274,460.30	820,000.00
Imprest			
Total		40,274,460.30	820,000.00

### ANNEX 4 – SUMMARY OF FIXED ASSET REGISTER

Asset class	Historical Cost (Kshs) 2014/15	Historical Cost (Kshs) 2013/14
Land		
Buildings and structures	16,000,000.00	16,000,000.00
Transport equipment	4,800,000.00	4,800,000.00
Office equipment, furniture and fittings	2,000,000.00	2,000,000.00
ICT Equipment, Software and Other ICT Assets	5,000,000.00	5,000,000.00
Total	27,800,000.00	27,800,000.00