

OFFICE OF THE AUDITOR-GENERAL

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REPORT

OF

THE AUDITOR-GENERAL

ON

THE FINANCIAL STATEMENTS OF
NATIONAL GOVERNMENT
CONSTITUENCIES DEVELOPMENT FUND
MANYATTA CONSTITUENCY

FOR THE YEAR ENDED 30 JUNE 2017 KENYA NATIONAL AUDIT OFFICE, EMBU HUB

25 APR 2010

Tel: 068 - 30260

P. O. BOX 113, EMBU





NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND-MANYATTA CONSTITUENCY

REPORTS AND FINANCIAL STATEMENTS

FOR THE FINANCIAL YEAR ENDED JUNE 30, 2017

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

Reports and Financial Statements For the year ended June 30, 2017

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I. KEY CONSTITUENCY INFORMATION AND MANAGEMENT

(a) Background information

The Constituencies Development Fund (CDF) was established under the Constituencies Development Fund (CDF) Act, 2003, amended in 2007 and repealed by the CDF Act of 2013. In 2015, the CDF Act of 2013 was declared unconstitutional and a new Act was enacted in 2015, being the National Government Constituencies Development Fund Act, NG-CDF Act, 2015. The National Government Constituencies Development Fund (NG-CDF) is under the Ministry of Devolution and Planning. The objective of the Fund is to provide mechanisms for supplementing implementation of the National Government development Agenda at the constituency level.

(b) Key Management

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

- i. National Government Constituencies Development Fund Board (NG-CDFB)
- ii. National Government Constituencies Development Fund Committee (NG-CDFC)

(c) Fiduciary Management

The key management personnel who held office during the financial year ended 30th June 2017 and who had direct fiduciary responsibility were:

No.	Designation	Name
1.	Accounting Officer	Yusuf Mbuno
2.	A.I.E holder	Mary Kabuga
3.	Accountant	Peter Wachira
4.		

(d) Fiduciary Oversight Arrangements

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

(e) Manyatta NG-CDF Headquarters

P.O. Box 1991-60100 Opposite Embu Regional Coordinator Offices Embu

Reports and Financial Statements For the year ended June 30, 2017

(f) Manyatta NG-CDF Contacts

Telephone: (254) 723 14 525 E-mail: manyatta@ngcdf.go.ke Website: www.ngcdfmanyatta.go.ke

(g) Manyatta NG-CDF Bankers

- 1. Central Bank of Kenya Haile Selassie Avenue P.O. Box 60000 City Square 00200 Nairobi, Kenya
- 2. Co-operative Bank 01120051118100 Embu

(h) Independent Auditors

Auditor General
Office of the Auditor General
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

Reports and Financial Statements

For the year ended June 30, 2017

II. FORWARD BY THE CHAIRMAN NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND COMMITTEE (NG-CDFC) MANYATTA CONSTITUENCY

In the financial year 2016/17, Manyatta NG-CDF was allocated ksh 81,896,552 with kshs 7,370,689 going to administrative activities, Kshs 24,250,518 to bursary and the balance of ksh 50,275,344 to development projects as follows:-

Sector	Amount Kshs
Pry schools	12,800,000
Secondary school	ols 1,000,000
Tertiary	6,000,000
Security	19,915,000
Sports	1,637,931
Environment	1,637,931
Tertiary	6,000,000
Office Cabro	1,000,000

A total of kshs 135, 420, 385 has been spent on various projects as follows in the financial year

2016/17 as follows:

ITEM Compensation of employees	AMOUNT SPENT 1,198,830
Use of goods and services	11,707,510
Transfers to other government units	37,531,512
Other grants and transfers	83,503,233
Acquisition of assets	1,479,300
TOTAL	135,420,385

Key Achievements for Manyatta NG-CDF

The NG-CDFC has paid fees to many students in form of bursary fund hence leading to higher retention of students in learning institutions thus enhancing good performance.

The NG-CDFC has also Constructed several security infrastructure hence improving security in the constituency. Improved education has also been witnessed due to improved schools infrastructure which include permanent classrooms, equipped laboratories, and Dining hall and administration blocks.

The challenges facing NG-CDF Manyatta include insufficient funds from the Board to cater for the many needs in the constituency causing slow implementation of the projects.

CHAIRMAN NG-CDFC:	EVANS MBOGO	Sign
		9

Reports and Financial Statements or the year ended June 30, 2017

III. STATEMENT OF NG- 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 agency shall prepare financial statements in respect of that agency. 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 Manyatta National Government Constituency Development Fund is responsible for the preparation and presentation of the Manyatta NG- CDF financial statements, which give a true and fair view of the state of affairs of the Manyatta NG- CDF for and as at the end of the financial year ended on June 30, 2017. 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 NG- 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 NG-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 Manyatta NG-CDF accepts responsibility for the NG-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 Manyatta NG-CDF financial statements give a true and fair view of the state of NG-CDF's transactions during the financial year ended June 30, 2017, and of the NG-CDF's financial position as at that date. The Accounting Officer in charge of the Manyatta NG-CDF further confirms the completeness of the accounting records maintained for the NG-CDF, which have been relied upon in the preparation of the NG-CDF's financial statements as well as the adequacy of the systems of internal financial control.

The Accounting Officer in charge of the Manyatta NG-CDF confirms that the NG-CDF has complied fully with applicable Government Regulations and the terms of external financing covenants (where applicable), and that the NG-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 NG-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 Manyatta NG-CDF's financial statements were approved and signed by the Accounting Officer on 2017.

Fund Account Manager

Chairman NG-CDFC

REPUBLIC OF KENYA

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



P.O. Box 30084-00100 NAIROBI

OFFICE OF THE AUDITOR-GENERAL

REPORT OF THE AUDITOR-GENERAL ON THE NATIONAL GOVERNMENT CONSTITUENCIES DEVELOPMENT FUND- MANYATTA CONSTITUENCY FOR THE YEAR ENDED 30 JUNE 2017

REPORT ON THE FINANCIAL STATEMENTS

Qualified Opinion

I have audited the accompanying financial statements of the National Government Constituencies Development Fund- Manyatta Constituency set out on pages 5 to 27, which comprise statement of assets as at 30 June 2017, and the statement of receipts and payments, statement of cash flows and summary statement of appropriation 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 effect 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 National Government Constituencies Development Fund-Manyatta Constituency as at 30 June 2017, and of its financial performance and its cash flows for the year then ended, in accordance with the International Public Sector Accounting Standards (Cash Basis) and comply with the National Government Constituencies Development Fund Act, 2015.

In addition, as required by Article 229(6) of the Constitution, except for the matters described in the Basis for Qualified Opinion and Other Matter sections of my report, based on the procedures performed, I confirm that, nothing has come to my attention to cause me to believe that public money has not been applied lawfully and in an effective way.

Basis for Qualified Opinion

1.0 Cash and Cash Equivalents Balances

The statement of assets reflects cash and cash equivalents of Kshs.1,733,099 as at 30 June 2017. However, a review of the Fund's bank reconciliation statement for the month of June 2017 revealed un presented cheques totaling Kshs. 2,844,271. Further, included in the Kshs.2,844,271 unpresented cheques were cheques totaling to Kshs.39,800 which were stale but had not been reversed in the cash book as at 30 June 2017.

Report of the Auditor-Genereal on the Financial Statements of National Government Constituencies Development Fund – Manyatta Constituency for the year ended 30 June 2017 In addition, the bank reconciliation statement for the month of June 2017 had receipts in bank statement not yet recorded in cash book amounting to Kshs.1,783,913 in respect to the period between 3 March 2015 to 18 July 2016. No reasons were provided as to why these long outstanding bank receipts had not been posted in the cash book.

In the circumstances, the accuracy and completeness of the cash and cash equivalents balance of Kshs.1,733,099 as at 30 June 2017 could not be confirmed.

2.0 Irregular Works Procurement for One Storey Kiriari Resource Centre at Kiriari Market

During the year under review, the Fund entered into a contract with Isaac and Timothy Company Ltd for the completion of Kiriari resource centre at a contract sum of Kshs.13,049,580. However, the awarded firm submitted financial statements for three years as evidence of strong financial standing while the standard tender document sent out to the bidders required them to submit profit and loss statements and auditors' report for the past five years. Further, two bidders; Isaac and Timothy Co. Ltd and Truco Enterprises Ltd. had same directorship creating doubts in respect to ownership of the two companies.

In the circumstances, the procurement process for this project did not conform to the requirements of Section 227 of the Constitution and it was not possible to ascertain that the Fund got value for money in the Kshs.13,049,580 contract as at 30 June 2017.

3.0 Security Project

3.1 Dallas Administration Police (AP) Camp

During the year 2015/2016, Dallas AP Camp was funded with Kshs.950,000 for the construction of a new administration police camp. However, physical verification done on 13 September 2017 revealed that no construction works had been done and the Kshs.950,000 remained unaccounted for.

In the circumstances, the propriety and value for money of the Kshs. 950,000 as at 30 June 2017 could not be established.

3.2 Kangaru Police Post

During the year under review, Kangaru Police Post was granted Kshs.3,900,000 for the construction of an office block and Kshs.4,100,000 for construction of staff houses all totaling Kshs.8,000,000. Separate tenders were advertised for the two projects and Jaytton Enterprises Itd won the contract for the construction of the office block at a contract sum of Ksh.3,894,723 while Orientalwise Auto Garage Ltd won the contract for the construction of staff houses at a contract sum of Kshs.3,756,452. A physical verification done on 13 September 2017 revealed that the projects were complete and had been put into use. However, a review of records made available revealed that the contract for the construction of the office block started on 20 March 2017, three days after the offer was done on 17 March 2017. This was contrary to Section 135 (3) of the Public Procurement and Asset Disposal Act, 2015, which states that a contract should

letters done to the unsuccessful bidders did not include the reasons for failure as is required by the Section 87(3) of the public procurement and asset disposal Act 2015.

In the circumstances, the Fund was in breach of the Public Procurement and Disposal Act,2015 Section 87(3) and Section 135(3) and it has not been possible to ascertain value for money in the expenditure of Kshs.7,651,175 as at 30 June 2017.

4.0 Education Projects

4.1 Kairuri Secondary School

Kairuri Secondary School was funded with a total of Kshs.1,000,000 for the completion of a dining hall/kitchen. Previous funding towards the project was Kshs.1,500,000 bringing the total funding to Kshs.2,500,000 as at 30 June 2017. The project was awarded to Njeka Contractors & General Suppliers at a contract sum of Kshs.3,361,060 as per the contract signed on 25 May 2015.

However, a physical verification done on 13 September 2017, almost two years after the signing of the contract, confirmed that the project was still work- in- progress with all the walls put up to the lintel level and ready for roofing but the contractor was not on site.

In the circumstance, the constituents and stakeholders of Kairuri Secondary School may not get the benefits intended from the Kshs.3,361,060 project due to its delayed completion.

4.2 Dallas Primary School

During the year under review, Kshs. 1,600,000 was transferred to Dallas Primary School Project Management Committee (PMC) for construction of three classrooms.

However, the School did not have a title deed for the land on which the class rooms were to be built. Further, two of the three class rooms had not been put to use as at the time of this audit in September 2017. In addition, the building had serious cracks that run from down to top on the back wall, an indication of poor workmanship or substandard materials used.

In the circumstance, the propriety and value for money of Kshs.1,600,000 as at 30 June 2017 could not be ascertained.

The audit was conducted in accordance with International Standards of Supreme Audit Institutions (ISSAIs). I am independent of National Government Constituencies Development Fund – Manyatta Constituency in accordance with ISSAI 30 on Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

Key Audit Matters

Key audit matters are those matters that, in my professional judgment, are of most significance in the audit of the financial statements. Except for the matter described in the Basis for Qualified Opinion and Other Matter sections of my report, I have determined that there were no Key Audit Matters to communicate in my report.

Other Matter

1.0 Budget and Budgetary Control

During the year under review, the Constituency approved a budget of Kshs.139,791,416 composed of Kshs. 81,896,552 for the year under review and Kshs.57,894,864 brought forward from the previous year. However, the Fund received Kshs.137,153,485 from the National Government Constituency Development Fund Board leading to a revenue shortfall of Kshs.2,637,931 being fund not received from the Board.

Further, out of the total budget of Kshs.139,791,416, only Kshs.135,420,386 (97%) was utilized to fund projects in various sectors within the Constituency. An amount of Kshs.4,371,030 budgeted to be spent during the financial year ended 30 June 2017 was therefore not spent as follows;

Receipt/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Variance	Performance
Receipts	Kshs.	Kshs.	Kshs.	Kshs.	Kshs.	%
Transfers from CDF Board	81,896,552	57,894,864	139,791,416	137,153,485	2,637,931	98
Total Receipts	81,896,552	57,894,864	139,791,416	137,153,485	2,637,931	
Compensation of Employees	1,882,400	503,875	2,386,275	1,198,830	1,187,745	50
Use of goods and services	5,488,289	6,386,851	11,875,140	11,707,510	167,630	98
Transfers to Other Government Units	22,989,655	17,513,513	40,503,168	37,531,513	2,971,655	93
Other grants and transfers	50,536,208	33,011,325	83,547,533	83,503,233	44,299	100
Acquisition of Assets	1,000,000	479,300	1,479,300	1,479,300	-	100
Total	81,896,552	57,894,864	139,791,416	135,420,386	4,371,030	

In the circumstances, the residents of Manyatta Constituency did not obtain promised and expected services equivalent to the unspent amounting to Kshs.4,371,030 as at 30 June 2017.

2.1 Project Implementation

The approved budget was apportioned among various sectors within the Constituency namely primary and secondary schools, sports, water, security, bursary, and emergency projects and administration and committee expenses.

Review of the project implementation status report for the period 2016/2017 revealed that 74 projects worth Kshs.96,203,375 were completed, and only 17 worth Kshs.26,875,828 were ongoing as at 30 June 2017 as shown in the table below:

Sector	Project	Amount	Amount	No of
	Status	Allocated	Disbursed	Projects
Emergency	ongoing	4,094,828	4,017,674	5
Sports	Complete	1,637,931	1,637,931	1
Bursary	Complete	49,274,500	49,274,500	3
CDF Office	Complete	1,479,300	1,479,300	1
Education	Complete	15,750,513	15,750,513	36
Projects				
()	complete	988,000	988,000	5
۲)	Ongoing	10,781,000	10,781,513	10
Tertiary	Ongoing	11,000,000	11,000,000	1
Security Projects	Complete	22,953,425	22,953,425	21
()	Ongoing	1,000,000	1,000,000	1
Environment	Complete	3,863,447	3,863,447	5
Water	Complete	256,256	256,256	2
Totals		123,079,200	123,002,559	

However, the records made available to show that the open public forums were held in each ward for project identifications did not show the list of projects proposed and by whom.

Further, no constituency committee minutes were made available to show that the committee deliberated on the projects proposed during the open forums and did a prioritization of the projects.

In the circumstances, it could not be confirmed that the public participation in the projects identification was carried as required by Section 27 of the National Government Constituencies Development Fund (NGCDF) Act 2015.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis) and for such 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.

In preparing the financial statements, management is responsible for assessing the Fund's ability to sustain services, disclosing, as applicable, matters related to sustainability of services and using the going concern basis of accounting unless the management either intends 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.

Those charged with governance are responsible for overseeing the Fund's financial reporting process.

Auditor-General's Responsibilities for the Audit of the Financial Statements

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion in accordance with the provisions of Section 48 of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution of Kenya. 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.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances and for the purpose of giving an assurance on the effectiveness of the Fund's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness
 of accounting estimates and related disclosures made by the management.
- Conclude on the appropriateness of the management's use of the going concern basis of accounting and based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on

the Fund's ability to continue offering services. If I conclude that a material uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the consolidated/ financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the Fund to cease to continue Offering services.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the fund's activities to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

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

I also provide management with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence, and where applicable, related safeguards.

FCPA Edward R.O Ouko, CBS AUDITOR-GENERAL

Nairobi

06 July 2018

Reports and Financial Statements

For the year ended June 30, 2017

IV. STATEMENT OF RECEIPTS AND PAYMENTS

	Note	2016 - 2017	2015 - 2016
		Kshs	Kshs
RECEIPTS			
Transfers from CDF board-AIEs' Received	1	131,678,614	101,303,286
Proceeds from Sale of Assets	2	-	
Other Receipts	3	-	
TOTAL RECEIPTS	•	131,678,614	101,303,286
PAYMENTS			
Compensation of employees	4	1,198,830	1,052,790
Use of goods and services	5	11,707,510	5,998,657
Transfers to Other Government Units	6	37,531,513	34,902,931
Other grants and transfers	7	83,503,233	62,772,351
Acquisition of Assets	8	1,479,300	810,000
Other Payments	9	-	1,359,626
,			
TOTAL PAYMENTS		135,420,385	106,896,355
SURPLUS/DEFICIT		(3,741,772)	(5,593,069)

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The Manyatta NG-CDF financial statements were approved on 2017 and signed by:

Chairman -NG- CDFC

Reports and Financial Statements For the year ended June 30, 2017

V. STATEMENT OF ASSETS

FINANCIAL ASSETS	2016 - 2017 Kshs	2015 - 2016 Kshs
Cash and Cash Equivalents		
Bank Balances (as per the cash book)	1,733,099	5,474,871
Cash Balances (cash at hand)	-	
Outstanding Imprests	-	
TOTAL FINANCIAL ASSETS	1,733,099	5,474,871
REPRESENTED BY		
Retention	-	-
Fund balance b/fwd 1st July	5,474,871	11,946,934
Surplus/Deficit for the year	(3,741,772)	(5,593,069)
Prior year adjustments -		(878,994)
NET LIABILITIES	1,733,099	5,474,871

Chairman - NG-CDFC

Reports and Financial Statements

For the	year	ended	June	30,	2017
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VI. STATEMENT OF CASHFLOW			
Receipts for operating income		2016 - 2017	2015 - 2016
Transfers from CDF Board	1	131,678,614	101,303,286
Other Receipts	3	-	
Payments for operating expenses			
Compensation of Employees	4	1,198,830	1,052,790
Use of goods and services	5	11,707,510	5,998,657
Transfers to Other Government Units	6	37,531,513	34,902,931
Other grants and transfers	7	83,503,233	62,772,351
Other Payments	9	-	1,359,626
Adjusted for:			
Adjustments during the year	14		878,994
Net cash flow from operating activities		(2,262,472)	(5,662,063)
CASHFLOW FROM INVESTING ACTIVITIES			
Proceeds from Sale of Assets	2		
Acquisition of Assets	8	1,479,300	810,000
Net cash flows from Investing Activities		(1,479,300)	(810,000)
NET INCREASE IN CASH AND CASH EQUIVALENT		(3,741,772)	(6,472,063)
Cash and cash equivalent at BEGINNING of the year	13	5,474,871	11,946,934
Cash and cash equivalent at END of the year		1,733,099	5,474,871

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The Manyatta NG- CDF financial statements were approved on 2017 and signed by:

Chairman CDFC

Reports and Financial Statements

For the year ended June 30, 2017

VII. SUMMARY STATEMENT OF APPROPRIATION: RECURRENT AND DEVELOPMENT COMBINED

Receipt/Expense Item	Original Budget	Adjustment s	Final Budget	Actual on Comparable Basis	Budget Utilisation Difference	% of Utilization
Tiem	a	b	c=a+b	d	e=c-d	f=d/c %
RECEIPTS						
Transfers from CDF Board	81,896,552	57,894,864	139,791,416	137,153,485	2,637,931	98%
Proceeds from Sale of Assets			•	-		
Other Receipts				-		
PAYMENTS						
Compensation of Employees	1,882,400	503,875	2,386,275	1,198,830	1,187,445	50%
Use of goods and services	5,488,289	6,386,851	11,875,140	11,707,510	167,630	98%
Transfers to Other Government Units	22,989,655	17,513,513	40,503,168	37,531,513	2,971,655	93%
Other grants and transfers	50,536,208	33,011,325	83,547,533	83,503,233	44,299	100%
Acquisition of Assets	1,000,000	479,300	1,479,300	1,479,300		100%
Other Payments					***************************************	
TOTALS	81,896,552	57,894,864	139,791,416	135,420,386	4,371,030	97%

The Manyatta NG-CDF financial statements were approved on 28 2 2017 and signed by:

Chairman NG-CDFC

Reports and Financial Statements For the year ended June 30, 2017

VIII. 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 NG-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 NG-CDF.

1. Recognition of revenue and expenses

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

2. In-kind contributions

In-kind contributions are donations that are made to the NG-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 NG-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.

3. 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.

Reports and Financial Statements

For the year ended June 30, 2017

SIGNIFICANT ACCOUNTING POLICIES (Continued)

4. Pending bills

Pending bills consist of unpaid liabilities at the end of the financial year arising from contracted goods or services during the year or in past years. As pending bills do not involve the payment of cash in the reporting period, they recorded as 'memorandum' or 'off-balance' items to provide a sense of the overall net cash position of the NG-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.

5. 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 NG-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 NG-CDF's actual performance against the comparable budget for the financial year under review has been included in an annex to these financial statements.

6. Comparative figures

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

7. 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, 2017.

Reports and Financial Statements For the year ended June 30, 2017

IX. NOTES TO THE FINANCIAL STATEMENTS

1. TRANSFERS FROM OTHER GOVERNMENT ENTITIES

Description		2016 - 2017	2015 - 2016
		Kshs	Kshs
Normal Allocation			
AIE NO 09/09/16	A 825875	52,419,993	
AIE NO 04/10/17	A829915	4,094,828	
AIE NO 01/01/17	A855210	36,853,449	
AIE NO 01/03/17	A855676	38,310,344	
	A790843		36,791,799
	A724009		12,511,487
	A820842		20,000000
	A820517		20,000000
	A820976		12,000,000
TOTAL		131,678,614	101,303,286

2. PROCEEDS FROM SALE OF ASSETS

, , , , , , , , , , , , , , , , , , ,	2016 - 2017	2015 - 2016
	Kshs	Kshs
Receipts from sale of Buildings		
Receipts from the Sale of Vehicles and Transport Equipment		
Receipts from sale of office and general equipment		
Receipts from the Sale Plant Machinery and Equipment		
Total	-	

Reports and Financial Statements

For the year ended June 30, 2017

NOTES TO THE FINANCIAL STATEMENTS (Continued)

3. OTHER RECEPTS	2016- 2017	2015 - 2016
	Kshs	Kshs
Interest Received	-	-
Rents		
Receipts from Sale of tender documents		
Other Receipts Not Classified Elsewhere		
Γotal	-	-
4. COMPENSATION OF EMPLOYEES		
	2016 - 2017	2015 - 201
	Kshs	Kshs
Basic wages of contractual employees	1,014,236	939,210
Basic wages of casual labour		
Personal allowances paid as part of salary	*	
House allowance		
Transport allowance		
Leave allowance		
Gratuity		
Other personnel payments	184,594	113,580
Total	1,198,830	1,052,790

Reports and Financial Statements

For the year ended June 30, 2017

NOTES TO THE FINANCIAL STATEMENTS (Continued)

5. USE OF GOODS AND SERVICES

	2016 - 2017	2015- 2016
	Kshs	Kshs
Committee Expenses	5,264,000	3,854,519
Utilities, supplies and services	160,000	102,000
Communication, supplies and services	503,799	+
Domestic travel and subsistence	619,450	247,000
Printing, advertising and information supplies & services	1,454,950	+
Rentals of produced assets	-	
Training expenses	950,500	603,000
Hospitality supplies and services	971,400	+
Insurance costs	-	+
Specialized materials and services	-	H
Office and general supplies and services	1,000,020	298,000
Other operating expenses	-	414,900
Routine maintenance – vehicles and other transport equipment	383,391	119,238
Routine maintenance – other assets		
Fuel ,Oil,Lubricants	400,000	360,000
TOTAL	11,707,510	5,998,657

Reports and Financial Statements

For the year ended June 30, 2017

NOTES TO THE FINANCIAL STATEMENTS (Continued)

6. TRANSFER TO OTHER GOVERNMENT ENTITIES

Description	2016 - 2017 Kshs	2015 - 2016 Kshs
Transfers to National Government entities	-	-
Transfers to primary schools (see attached list)	18,551,513	10,882,931
Transfers to secondary schools (see attached list)	7,980,000	12,020,000
Transfers to tertiary institutions (see attached list)	11,000,000	10,000,000
Transfers to health institutions (see attached list)		2,000,000
TOTAL	37,531,513	34,902,931

7. OTHER GRANTS AND OTHER PAYMENTS

	2016 - 2017 Kshs	2015- 2016 Kshs
Bursary – secondary schools (see attached list)	37,524,300	15,885,900
Bursary – tertiary institutions (see attached list)	11,750,200	7,355,100
Bursary – special schools (see attached list)	· · · · · ·	, , , , , , , , , , , , , , , , , , , ,
Mock & CAT (see attached list)	_	
Water projects (see attached list)	256,256	1,900,000
Agriculture projects (see attached list)	-	12,376,202
Electricity projects (see attached list)	- *	_
Security projects (see attached list)	23,953,425	5,950,000
Roads projects (see attached list)	500,000	9,124,419
Sports projects (see attached list)	1,637,931	3,645,181
Environment projects (see attached list)	3,863,447	
Emergency projects (see attached list)	4,017,674	4,698,399
Total	83,503,233	62,772,351

Reports and Financial Statements

For the year ended June 30, 2017

Total

NOTES TO THE FINANCIAL STATEMENTS (Continued)

8. ACQUISITION OF ASSETS		
Non Financial Assets	2016 - 2017	2015 - 2016
	Kshs	Kshs
Purchase of Buildings	-	
Construction of Buildings	-	
Refurbishment of Buildings—Cabro Paving	1,479,300	810,000
Purchase of Vehicles and Other Transport Equipment	-	
Overhaul of Vehicles and Other Transport Equipment	-	
Purchase of Household Furniture and Institutional Equipment	-	
Purchase of Office Furniture and General Equipment	-	
Purchase of ICT Equipment, Software and Other ICT Assets	-	
Purchase of Specialized Plant, Equipment and Machinery	-	
Rehabilitation and Renovation of Plant, Machinery and Equip.	-	
Acquisition of Land	-	
Acquisition of Intangible Assets		

810,000

1,479,300

Reports and Financial Statements

For the year ended June 30, 2017

NOTES TO THE FINANCIAL STATEMENTS (Continued)

9. OTHER PAYMENTS

	2016 - 2017	2015 - 2016
	Kshs	Kshs
Strategic Plan	-	960,000
Website		399,626

- 1,359,626

10A: Bank Accounts (cash book bank balance)

Name of Bank, Account No. & currency	2016 - 2017	2015 - 2016
	Kshs	Kshs
Name of Bank, Account No. Cooperative Bank-A/c No 01120051118100	1,733,099	5,474,871
Name of Bank, Account No.		
Name of Bank, Account No.		_
Total	1,733,099	5,474,871

Reports and Financial Statements

For the year ended June 30, 2017

NOTES TO THE FINANCIAL STATEMENTS (Continued)

10B: CASH IN HAND

2016 - 2017

2015 - 2016

Kshs

Kshs

Location 1

Location 2

Location 3

Other Locations (specify)

Total

11: OUTSTANDING IMPRESTS

Name	of Officer or Institution	Date Imprest Taken	Amount Taken	Amount Surrendered	Balance
			Kshs	Kshs	Kshs
Name	of Officer or Institution	dd/mm/yy	-	-	-
Name	of Officer or Institution	dd/mm/yy			
Name	of Officer or Institution	dd/mm/yy			
Name	of Officer or Institution	dd/mm/yy			
Name	of Officer or Institution	dd/mm/yy			
Name	of Officer or Institution	dd/mm/yy			

Total

Reports and Financial Statements

For the year ended June 30, 2017

NOTES TO THE FINANCIAL STATEMENTS (Continued)

12 RETENTION	2016 - 2017	2015 - 2016
	Kshs	Kshs
Supplier 1	TKSHS	172112
Supplier 2	_	-
Supplier 3		-
		-
Total	-	
13. BALANCES BROUGHT FORWARD		
	2016 - 2017	2015 - 2016
	Kshs	Kshs
Bank accounts	5,474,871	11,946,934
Cash in hand	-	-
Imprest	-	-
Total	5,474,871	11,946,934
	3,111,012	11,510,554
14. PRIOR YEAR ADJUSTMENTS		
	2016- 2017	2015 - 2016
	Kshs	Kshs
Bank accounts		
Cash in hand		
Imprest		
Total		

Reports and Financial Statements For the year ended June 30, 2017

15. OTHER IMPORTANT DISCLOSURES

15.1: PENDING ACCOUNTS PAYABLE (See Annex 1)		
	2016- 2017 Kshs	2015 – 2016 Kshs
Construction of buildings	-	_
Construction of civil works		
Supply of goods		
Supply of services		
•		-
15.2: PENDING STAFF PAYABLES (See Annex 2)		
	Kshs	Kshs
Senior management	-	-
Middle management		
Unionisable employees		
Staffs on Contract salary & Gratuity	1,112,211	
-	1,112,211	-
15.3: OTHER PENDING PAYABLES (See Annex 3)		
, , , , , , , , , , , , , , , , , , ,	Kshs	Kshs
Amounts due to other Government entities (see attached list)	_	-
Amounts due to other grants and other transfers (see attached list)	620,888	
Others (specify)		
=	620,888	-
15.4: PMC ACCOUNT BALANCES (See Annex 5)		
	Kshs	Kshs
PMC account Balances (see attached list)	5,231,621.96	15,971,107.78
_		1505110550
15.5: AMOUNT DUE FROM THE BOARD	5,231,621.96	15,971,107.78
AMOUNT DUE FROM THE BOARD		
	Kshs	Kshs
Amount due from the Board	2,637,931	52,419,993
-	2,637,931	52,419,993
=	2,037,731	52,713,333

NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND- MANYATTA CONSTITUENCY Reports and Financial Statements For the year ended June 30, 2017

ANNEX 1 - ANALYSIS OF PENDING ACCOUNTS PAYABLE

	Original	Date	Amount	Outstanding	Outstanding	
Supplier of Goods or Services	Amount	Contracted	Paid 10- Date	Balance 2017	Balance 2016	Comments
	В	þ	၁	d=a-c	d=a-c	
Construction of buildings						
2.						
3.						
Sub-Total						
Construction of civil works						
4.						
5.						
6.						
Sub-Total						
Supply of goods						
7.	7,542,993		6,042,993		1,500,000	
8.						
9.						
Sub-Total						
Supply of services		Ā				
10.						
11.						
12.		1				
Sub-Total	7,542,993	*	-6,042,993		1,500,000	
Grand Total						

NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND- MANYATTA CONSTITUENCY Reports and Financial Statements For the year ended June 30, 2017

ANNEX 2 - ANALYSIS OF PENDING STAFF PAYABLES

Comments																				
Outstanding Balance	2016														2764903					
Outstandin g Balance	2017 d=a-c															1,112,211				1,112,211
Amount Paid To-	Date													1		1,887,789				1,887,789
Date Payable Contracted	b															8/8/2017				
Original Amount	a															3,000,000			99004	3,000,000
Job Group																Н			Sales of the sales	
Name of Staff	Senior Wanagement	1.	2.	3.	Sub-Total	Address Management	5.	6.	Sub-Total	nionisable Employees	7.	8.	9.	Sub-Total	Others (Staffs on Contact Grafuity &	Salary)	10.	11.	Sub-Total	Grand Total

NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND- MANYATTA CONSTITUENCY Reports and Financial Statements For the year ended June 30, 2017

ANNEX 3 - ANALYSIS OF OTHER PENDING PAYABLES

Name	Brief Transaction Description	Original Amount	Date Payable Contracte	Amount Paid To- Date	Outstandi ng Balance	Outstanding Balance 2016	Comments
	•	α	p 4		2017		
Amounts due to other Government entities		3			9		
1.							
2.							
3.							
Sub-Total				31.0			
Amounts due to other grants and other transfers	Un-utilized funds for Environment for 15/16	1,924,712		1,303,824	620,888		
4.							
5.			¥ V				
6.							
Sub-Total		1,924,712		1,303,824	620,888		
Sub-Total			一覧道美術の記述				
Others (specify)							
7.							
8.							
9.							
Sub-Total	-7						
Grand Total		1,924,712		1,303,824	620,888		

NATIONAL GOVERNMENT CONSTITUENCY DEVELOPMENT FUND -MANYATTA CONSTITUENCY Reports and Financial Statements For the year ended June 30, 2017

ANNEX 4 - SUMMARY OF FIXED ASSET REGISTER

Asset class	Historical Cost (Kshs) 2016/17	Historical Cost (Kshs) 2015/16
Land		
Buildings and structures		
Transport equipment		
Office equipment, furniture and fittings		
ICT Equipment, Software and Other ICT Assets	600,480	600,480
CDF Office Refurbishment- Office Renovation	810,000	810,000
CDF Office Refurbishment- Cabro Paving	1,479,300	
Other Machinery and Equipment		
Heritage and cultural assets		
Intangible assets		
Total	2,889,780	1,410,480

Reports and Financial Statements For the year ended June 30, 2017

ANNEX 5 -PMC BANK BALANCES AS AT 30TH JUNE 2017

PMC	Bank	Account No	2016/2017	2015/2016
KATHANGARIRI AP LINE	Coop	01109730420700	599,780.00	599,972.50
KIBUGU CHIEF'S OFFICE	Coop	01109730467500	0	377,772.30
KIVWE POLICE POST	Coop	01141730737700	99,325.00	NIL
KIAMWENJA ASS.CHIEF'S OFFICE	Coop	01100730454500	13,850.50	450,000.00
KITHUNGURIRI ASST.CHIEF'S OFFICE	Coop	,01109730467500	47,976.50	499,972.50
MANYATTA ASS. CHIEF'S OFFICE	Coop	01109730553300	699,860.50	NIL
KIRIGI SLUMS	Coop	01109730393000	11,622.50	119,917.50
KAMVIU PRY	Coop	01117730424000	NIL	200,000
MUVANDORI PRY	Coop	01109407927400	0	0.00
NJUKIRI PRY	Coop	01117052743401	0	610
ST.URSULA PRY	Coop	01100052593600	20,290.00	499,780.00
ST.MARKS RUTUNE PRY	Coop	01100408943100	0	500,406.97
RUKIRA PRY	Coop	01100052750300	0	4,329.38
RUNG'ANGA PRY	Coop	01100052033000	387,125.65	210,929.65
KIGARI PRY	Coop	01109408723800	15,400.00	149,395.00
KERIA PRY	Coop	01109408940200	70,963.13	150,078.13
ST.MICHAEL PRY	Coop	01139730451600	1,080	149,145.00
MBUKORI PRY	Coop	01109052748601	612.5	NIL
GACIIGI PRY	Coop	01109407154500	15,221.00	553,190.24
KIANGOCHI PRY	Coop	01109408974500	269,810.75	104,785.75
MUKANGU PRY	Соор	01109052742100	328.71	199,623.71
KIRIGI PRY	Соор	01100052745900	878.36	961.64
GATUNDURI PRY	Coop	01100052747600	31,557.38	331,267.38
MANYATTA SPORTS	Coop	01109730223300	1,080.50	2,070.50
ST.LUKES DAY SEC	Coop	01139051619902	705	77,705.00
ST.BENEDICT KARAU SEC	Соор	01100051721600	0	64.65
KITHEGI DAY	Соор	01100051722100	3,878.47	827,088.47
DEB KAIRURI SEC	Соор	01100051747600	477,856.11	1,125,328.11
GATITURI SEC	Соор	0110005289000	0	
KIMANGARU DAY	Coop	01100052299200	1,950.12	1,013,915.12
KIRIARI DAY SEC	Соор	01100051743200	116,118.27	1,004,693.27
GAKUNDU BRIDGE	Соор	01109730614100	48,313.00	NIL
KIRIARI RESOURCE CENTRE	Соор	01109730420100	333,221.00	4,800,835.00
DALLAS AP LINE	Equity	0190270463452	0	
MUTUNDURI AP LINE	Equity	0190262518352	102,983.00	141,775.00

Reports and Financial Statements For the year ended June 30, 2017

MUNICIPALITY CHIEF'S OFFICE	Equity	0190263623404	NIL	775.00
MUNICIPALITY ASS CHIEF'S OFFICE	Equity	0190263620916	0	210.00
IGUMO PRY	Equity	0190101400650	39,964.21	
ST. JOSEPH ALLAMANO PRY	Equity	0190162035334	1,224.00	NIL
ST.PAULS MBUVORI PRY	Equity	0190193223262	811.00	NIL
GATONDO PRY	Equity	0190291035012	95,953.50	426,723.50
IGUMO PRY	Equity	0190101400650	39,964.21	1,684.21
DALLAS PRY	Equity	0190262845373		
EMBU COUNTY SEC	Equity	0190293860221	2,637.50	NIL
ST.MICHAEL MUNICIPALITY DAY	Equity	0190262845373	0	49,334.00
KIBUGU CHIEF'S OFFICE	Family	075000030212	0	722.00
KITHUNGURIRI ASS.CHIEF'S OFFICE	Family	0750000302012	0	
MBUVORI AP LINE	Family	075000038115	0	
GICHERORI ASS.CHIEF'S OFFICE	Family	075000038022	0.00	350,000.00
KANGARU POLICE STATION	Family	075000038601	895.45	NIL
KARAU POLICE STATION	Family	075000038600	33,221.00	NIL
NJUKIRI AP LINES	Family	075000038552	0	NIL
KAMIU PRY	Family	075000012748	NIL	547.00
KIBUGU PRY	Family	075000037927	186.00	124,888.00
GICHERORI PRY	Family	075000038214	8.00	400,000
NGERWE PRY	Family	075000038581	59,601.00	NIL
GATWE PRY	Family	075000028899	1,314,150	550,637.60
MANYATTA ENVIRONMENTAL PROJECT	Family	075000038589	272,223.14	NIL
NG-CDF OFFICE	Family	075000038891	27.00	NIL
NGERWE ASS CHIEF'S OFFICE	Family	075000038115	0	350,000
			5,231,621.96	15,971,107.78

Reports and Financial Statements

For the year ended June 30, 2017

ANNEX 6. 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. We have nominated focal persons to resolve the various issues as shown below with the associated time frame within which we expect the issues to be resolved.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved / Not Resolved)	Timefra me: (Put a date when you expect the issue to be resolved)
1.	Project Implementation	The undisbursed amount of Kshs 19,279,020 has been disbursed to the projects and the projects completed. More funds have been allocated to complete the ongoing projects with insufficient funds which are ongoing	NG-CDFC FAM	Resolved	April 2017
2.0	Disclosure and Presentation of Financial Statements	Report on progress made in resolving audit issues has been included in the Financial Statement as appendixes 2	FAM	Resolved	
Other Matter	Projects Implementation	Variance of over expenditure of Kshs 25,696,935 was as a result of funds for previous financial year being spent during the Financial year in question. The Unspent fund of Kshs 3,520,017 was to be re-allocated and the Committee was waiting for the Board's approval which has since been done. Unspent Funds of Kshs 6,704,303 have since been spent	NG_CDFC FAM	Resolved	
1.	Project Implementation	The undisbursed amount of Kshs 19,279,020 has been disbursed to the projects and the projects completed. More funds have been allocated to complete the ongoing projects with insufficient funds which are ongoing	NG-CDFC FAM	Resolved	April 2017
2.0	Disclosure and	Report on progress made in	FAM	Resolved	

Reports and Financial Statements For the year ended June 30, 2017

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Focal Point person to resolve the issue (Name and designation)	Status: (Resolved / Not Resolved)	Timefra me: (Put a date when you expect the issu to be resolved
	Presentation of Financial Statements	resolving audit issues has been included in the Financial Statement as appendixes 2			
Other Matter	Projects Implementation	Variance of over expenditure of Kshs 25,696,935 was as a result of funds for previous financial year being spent during the Financial year in question. The Unspent fund of Kshs 3,520,017 was to be re-allocated and the Committee was waiting for the Board's approval which has since been done. Unspent Funds of Kshs 6,704,303 have since been spent	NG_CDFC FAM	Resolved	
1.	Project Implementation	The undisbursed amount of Kshs 19,279,020 has been disbursed to the projects and the projects completed. More funds have been allocated to complete the ongoing projects with insufficient funds which are ongoing	NG-CDFC FAM	Resolved	April 2017

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The Manyatta NG-CDF financial statements were approved on 2017 and signed by:

Chairman - NG-CDFC