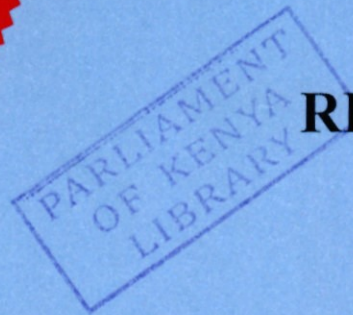
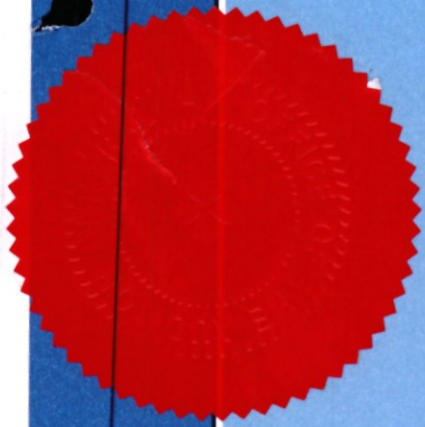


REPUBLIC OF KENYA



*Enhancing Accountability*



**REPORT**

THE NATIONAL ASSEMBLY  
PAPERS LAID

DATE: 29 FEB 2024 DAY: THUR

TABLED BY: Hon Naomi Wago, MP Deputy majority whip

CLERK AT THE TABLE: A. Shitoko

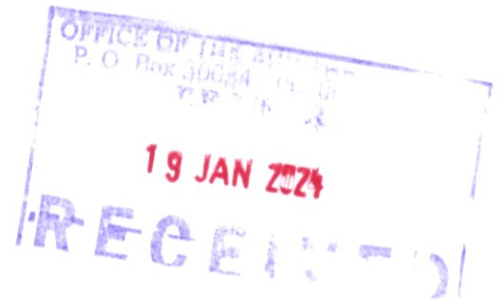
**OF**

**THE AUDITOR-GENERAL**

**ON**

**STATE DEPARTMENT FOR  
POST TRAINING AND  
SKILLS DEVELOPMENT**

**FOR THE NINE (9) MONTHS  
PERIOD ENDING 31 MARCH, 2023**



---

**STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT**

**REPORT AND FINANCIAL STATEMENTS**

**FOR THE NINE MONTHS, PERIOD ENDING**

**31<sup>ST</sup> MARCH, 2023**

---

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

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

<b>Table of Contents</b>	<b>Page</b>
1. Acronyms and Glossary of Terms .....	ii
2. Key Information and Management .....	iii
3. Statement of Governance .....	vii
4. Statement by the Cabinet Secretary/Chairman Statement .....	ix
5. Statement by the Principal Secretary / Accounting Officer .....	xi
6. Statement of Performance Against Predetermined Objectives for the FY2022/23. ....	xxi
7. Management Discussion and Analysis .....	xxxvi
8. Environmental and Sustainability Reporting .....	xxxvii
9. Statement of Management Responsibilities .....	xxxix
10. Report of the Independent Auditors of the Financial Statements for the State Department of Post Training and Skills Development .....	xli
11. Statement of Receipts and Payments for the nine months ending 31 <sup>st</sup> March 2023. ....	1
12. Statement Of Financial Assets And Financial Liabilities As At 31 <sup>st</sup> March 2023 .....	2
13. Statement of Cash Flows For The nine months ending 31 <sup>st</sup> March 2023 .....	3
14. Statement of Comparison of Budget and Actual Amounts for FY2022/23 .....	5
15. Notes to the Financial Statements .....	9
16. Annexes .....	25

**1. Acronyms and Glossary of Terms**

AIE	Authority to Incur Expenditure
CFO	Chief Finance Officer
HAU	Head of Accounting Unit
IPSAS	International Public Sector Accounting Standards
OCOB	Office of the Controller of Budget
OAG	Office of the Auditor General
PFM	Public Finance Management

## **2. KEY IDENTITY INFORMATION AND MANAGEMENT**

### **(a) Background information**

The State Department for Post-Training and Skills Development (PTSD) was one of the four departments under Ministry of Education, established under Executive Order No 1 of June, 2018 (Revised, 2020). The core mandate of the department was to provide an institutional framework to devise and implement National Sectoral and work place Strategies to develop and improve the skills for the Kenyan workforce.

Under the Executive Order No. 1 of January 2023, the state department was merged with the State Department of Labour to become the State Department for Labour and Skills Development. It is now domiciled under the Ministry of Labour and Social Protection represented by the Cabinet Secretary for Labour and Social Protection.

#### **Vision**

A globally competitive workforce

#### **Mission**

To promote decent work, skills development and sustainable job creation

#### **Mandate**

The mandate of the State Department is derived from Executive Order No.1 of 2023 as follows:

- (a) National Labour and Employment Policy Management;
- (b) Promotion of Occupational Health and Safety at Work;
- (c) Industrial Relations Management;
- (d) National Labour Productivity and Competitiveness;
- (e) National Human Resource Planning and Development;
- (f) Child Labour Policy and Regulations Management;
- (g) Develop and maintain Database on Employment Creation;
- (h) Workplace Inspection; and Workman's Compensation Policy;
- (i) Skills Development; and Management of the National Skills Development Fund
- (j) Implementation of the Industrial Attachment Policy;
- (k) Management of Skills and Post Training Policy;

- (l) Harmonization of Skills Training at all levels of Training;
- (m) Industrial Training;
- (n) Assessing Industrial Training, Testing and Occupational Skills and Awarding Certificates including Government Test Certificates;
- (o) Migratory Labour and International Jobs Policy; Promote overseas employment; Coordination of labour migration management;
- (p) Develop Legal and institutional framework for labour migration; and
- (q) Promote co-operation and partnerships on labour migration.

**(b) Key Management**

The State Department for Labour and Skills Development's day-to-day management is under the following key organs:

- General Administration
- Department of Labour,
- Directorate of Occupational Safety and Health Services (DOSHS),
- Office of the Registrar of Trade Unions,
- National Human Resource Planning and Development (NHRPD),
- National Productivity Competitiveness Centre (NPCC)
- Post Training and Skills Development and
- State Corporations
- National Labour and Employment Policy Management;
- Promotion of Occupational Health and Safety at Work;
- Industrial Relations Management;
- National Labour Productivity and Competitiveness;
- National Human Resource Planning and Development;
- Child Labour Policy and Regulations Management;
- Develop and maintain Database on Employment Creation;
- Workplace Inspection; and Workman's Compensation Policy;
- Skills Development; and Management of the National Skills Development Fund

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

- Implementation of the Industrial Attachment Policy;
- Management of Skills and Post Training Policy;
- Harmonization of Skills Training at all levels of Training;
- Industrial Training;
- Assessing Industrial Training, Testing and Occupational Skills and Awarding Certificates including Government Test Certificates;
- Migratory Labour and International Jobs Policy; Promote overseas employment; Coordination of labour migration management;
- Develop Legal and institutional framework for labour migration; and
- Promote co-operation and partnerships on labour migration.

**(c) Fiduciary Management**

The key management personnel who held office during the nine months, period ending 31<sup>st</sup> March 2023 and who had direct fiduciary responsibility were:

No.	Designation	Name
1.	Cabinet Secretary	Hon. Florence Bore
2.	Accounting Officer	Hon. Geoffrey E. Kaituko
3.	Secretary Administration	Dr. William K. Kiprono EBS
4.	Sec. Post Training & Skills Dev	Dr. Wanjiru Kariuki
5.	Head of Accounting Unit	CPA Milly Eve Akoth
6.	Head Supply Chain Management	Ms. Marie Orinda

**(d) Fiduciary Oversight Arrangements**

- a) Audit and Finance committee activities
- b) Parliamentary committee activities - formed on Ad Hoc basis as and when there is an issue to be addressed.
- c) Development partner oversight activities - only one Development Partner is in place to oversight.

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

**(e) Ministry of Labour Headquarters**

P.O. Box 40326-00100  
Social Security House  
Bishops Road, Milimani  
**NAIROBI, KENYA**

**Ministry of Labour Contacts**

Telephone: (254) 2729800  
E-mail: [cs@labour.go.ke](mailto:cs@labour.go.ke) and [ps@labour.go.ke](mailto:ps@labour.go.ke)  
Website: [www.go.ke](http://www.go.ke)

**(f) Ministry of Labour Bankers**

Central Bank of Kenya  
Haile Selassie Avenue  
P.O. Box 60000  
City Square 00200  
**NAIROBI, KENYA**

**(g) Independent Auditors**

Auditor General  
Office of the Auditor General  
Anniversary Towers, University Way  
P.O. Box 30084  
GPO 00100  
**NAIROBI, KENYA**

**(h) Principal Legal Adviser**

The Attorney General  
State Law Office  
Harambee Avenue  
P.O. Box 40112  
City Square 00200  
**NAIROBI, KENYA**



### **3. Statement of Governance**

The State Department of Labour and Skills Development is one of the two State Departments that make up the Ministry of Labour and Social Protection. This Ministry like all others is headed by one Cabinet Secretary Hon. Florence Bore. The State Department has one Principal Secretary Hon. Geoffrey E. Kaituko.

#### **Key Management Committees established include:**

- Ministerial Human Resource Management Committee (MHARMAC)
- Monitoring and Evaluation Committee
- Anti-Corruption Committee
- Evaluation Committee
- Acceptance Committee
- Contract Implementation Committee

#### **The audit committee (Its formation, composition, and activities/meetings).**

The Ministerial Audit Committee was appointed in March 2023 and it is yet to be operational because of lack of funds to carry out induction for them. Plans are underway to train them in order to commence their duties.

The committee has 6 members out of which 5 are independent while one is a representative from the national treasury. The committee is supposed to be sitting at least 4 times a year to deliberate on issues in the Ministry.

#### **Risk management, compliance, conflict of interest etc.**

The state department of labour and skills development is in the process of developing a risk management framework to comply with the treasury circular number No. 3/2019 dated 23 February 2019 and PFM Act of 2012 Section 165 (1). However, the Internal Audit Unit prepares its risk based annual work plan at the beginning of every financial year. And concentrates in carrying out risk audit in the identified risk areas.

Other risk management strategies have been put in place systematically whenever a risk is identified. Security risks are handled with the help of contracted security and the police in place. Cyber security risks are countered through the use of antiviruses, firewalls and other measures. Risks involving overseas workers are mitigated against by examining the respective contracts. The Department of Labour carries out attestation of 42,000 contracts for free without charge.

**Report on recent training and development in governance for those in key leadership.**

There have been meetings for training and sensitization of heads of department and top leadership. One was carried out in February this calendar year, by way of a one week retreat. It covered issues such as orientation to the current government manifesto and activities. A training for departmental heads and top leadership was also carried out by the HRM&D. There is also an annual training for MHARMAC members.

**Public participation activities**

Public participation is carried out diligently because of the delicate and potentially volatile nature of labour matters. The extensive public participation had significant cost implications often beyond the scope of figures in this statement. The ILO and IOM were major partners in helping to make the forums more participatory by using their resources or machinery and expertise to the State Department. In a sector where there are many registered trade unions and employers' organizations as well as other stakeholders, public participation helps to bring minds together and ensure industrial harmony.

**Compliance with laws and regulations among others.**

All effort was made to comply with the laws and regulations governing the sub-sector. There were cases where the due process made it impossible to fast-track progress but they law was followed to the letter. A case in point was the NSSF Act of 2013 that brought a decade of protracted litigation but the due process was complied with despite the delays occasioned.

#### **4. Statement by the Cabinet Secretary**

The leadership and all staff of the Ministry of Labour and Social Protection recognise labour as a key factor in the production of goods and services. The entire Ministry felt honored when the Head of State through Executive Order number 1 of 2022, brought on board the State Department of Post Training to boost its capacity in skills development. In addition, the extensive efforts towards, safe orderly and responsible migration of workers was rewarded by the creation of a department of Labour Migration in the same executive order.

Consequently, the entity was further empowered to move forward with the Fourth Medium Term of the Kenya Vision 2030 with added emphasis on the manifesto of the Government of the Day: The Bottom-Up Economic Transformation Agenda Popularly known as BETA. The principal BETA target given to the State Department was Labour Migration. Through target this SDL & SD is expected and prepared to make a major impact on this quickly growing aspect of Kenya's Economy. In addition, the State Department through its agency NSSF was also tasked with making a transformation in the savings and welfare of the Kenyan worker. BETA recognizes that for Kenya to move forward, it must improve its debt repayments, and manage its public expenditure or pursue what is known as a policy of fiscal consolidation. It is this reality that makes the Ministry's contribution to the economy most essential at this point in time – given the KES 4 billion dollars that Kenya's diaspora and migrant workers earn and send home every year.

Sound labour migration management is a diverse activity that involves initiatives both at the policy and implementation level. There are a number of BETA initiatives that need to be successfully undertaken to bring Kenya's migrant labour position to where plan aspires. The Labour Migration Policy got the desired Cabinet Approval in the past year. The Labour Migration Bill was taken to the AG's office for legal drafting. At the same time the Kenya Migrant Workers welfare Fund was formulated to make real the expectation of the country that something strategic and far reaching would be done to address the plight of Kenyan's working abroad. The Recognition of Prior Learning, another BETA priority was natured by Agency NITA to the level of where a significant 400 Kenyans who did not attain the necessary certification for their skills became among the first beneficiaries. At the same time negotiations with several other governments of destination countries both existing and potential were carried out with the aim of reaching mutually beneficial agreements often furnished into BLAs or MoUs or whatever other instrument was necessary to meet the wishes of both parties.

This was another year when the Ministry through its state department received added recognition for its National Productivity and Competitiveness Centre (NPCC) which was tasked to build the capacity of all MDAs on productivity mainstreaming. Through this initiative all efforts will be made to ensure that the government is not only more productive, but will be able to extend the same concepts and practices in its programs and projects across the country and further ensure that

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

the same knowledge to its stakeholders whether farmers, or craftsmen or manufacturers or any other Kenyans they serve.

The full scope of works undertaken by the Ministry in the area of Labour and Skill Development may be too lengthy to enumerate in a preface such as this one. However, this report in its totality will give a better picture as to what the Ministry is doing in the area of maintain an organized environment where the Kenyan worker can work and earn and job creation can be sustained and enhanced as the economy grows.

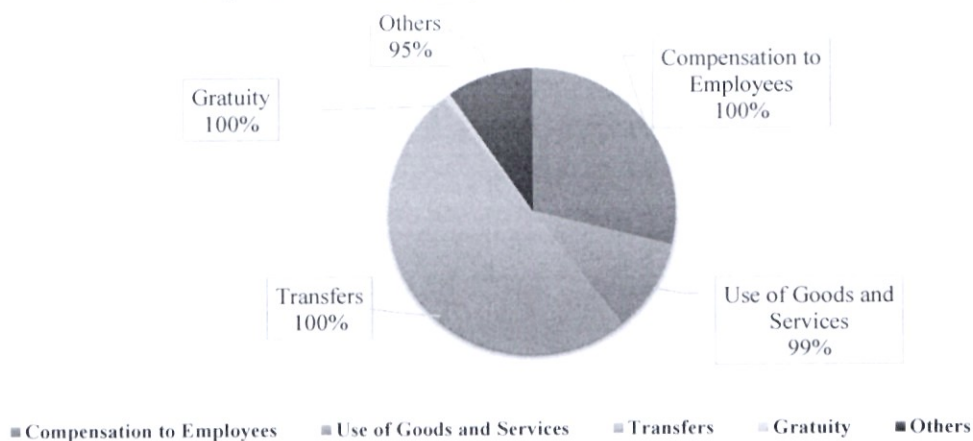


.....  
**Hon. Florence K. Bore**  
**Cabinet Secretary**  
**Ministry of Labour and Social Protection**

**5 Statement by the Principal Secretary / Accounting Officer**

1. The State Department’s Budget performance against Approved Estimates for FY 2022/23 based on economic classification are as per the demonstrated Pie chart.

**Budget Performance by Economic Classification**



The Budget performance by programs is demonstrated on the table below;

**Budget Performance by Program**

No.	Program	Approved Budget	Actual Expenditure	Absorption Rate
1.	Program 1: National Skills Inventory and Skills Employment Database	7,777,393.00	7,776,324.00	99.99%
2.	Program 2: Workplace Readiness and work-based Learning services	37,192,059.00	35,813,247.00	96.29%
3.	Program 3: Policy, Planning and General Administrative Services	84,393,096.00	83,180,391.00	98.56%
<b>Total</b>		<b>129,362,548.00</b>	<b>126,769,962.00</b>	<b>97.99%</b>

**STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT**  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

---

**2. Key achievements in the FY 2022/23**

No.	Key Performance Indicator	Planned Targets	Achieved Targets
1.	Percentage % completion of National Career Guidance & counselling Policy	Policy completion	Action Plan adoption by stakeholders awaited
2.	Percentage % completion of Entrepreneurship policy developed	Policy completion	First draft produced
3.	No. of Youth in National Apprenticeship Programme	The target was to recruit 1000 youths into the programme	The no. of youths reduced to 400 due to budget constraints
4.	No. of Youth trained and placed	The target was to place youth in the G-United programme	230 youths identified and to commence placing in the new state department
5.	Percentage % Development of Guidelines for registering master crafts persons	Guidelines development	First draft produced
6.	Percentage % completion of Work-based Learning Policy	Policy Completion	Awaiting Action Plan development and launching
7.	Skills Survey	No. of Skills Survey undertaken	Online skills survey undertaken
8.	State Department Website creation	Active website to showcase the department's progress	PTSD Website created and hosted

**Key achievements for the merged State Department for Post Training and Skills Development**

The State Department made major milestones in terms of achievements of its core mandate. Key among these include: Resolved 9,259 labour disputes; repatriated 758 distressed Kenyans; carried out 13,268 workplace inspections for compliance; and attested 42,254 foreign contracts. Examined 22,201 hazardous industrial plant and equipment; medically examined 166,622 workers in classified hazardous workplaces. Towards the development of skills for the industry; 40,270 trainees were placed on industrial attachment; assessed and certified 75,664 persons for competences through government trade testing and 432 persons for competencies through Recognition of Prior Learning (RPL) Programme. The State Department

carried out 10 productivity awareness campaign, trained 459 public officers on productivity measurements and 29 officers on various labour related courses.

It further carried out survey in 46 Counties in the Country, trained 12 officers and 4,468 youth trained by Master Craftsmen in various trades under the Kenya Youth Employment Opportunities Project (KYEOP). Towards employment promotion; Nine (9) Draft Bilateral Labour Agreements (BLAs) was prepared with key labour destination countries which have been cleared by the Office of the Attorney General and the National Treasury vetted and registered 1529 Private Recruitment age.

### **3. Emerging issues related to the State Department for Post Training and Skills**

#### **Development**

Changing nature of work due to digitization and automation, globalization, demographic shifts and impact of social media, and companies shifting production to where labour is relatively cheap; New and emerging technologies including artificial intelligence, robotics, and big data have led to rapid growth of the ICT sector; Most workers in the country, who have acquired knowledge and skills through non-formal or informal learning, lack certification or recognition of their competence thus disenfranchising them as well as a lot of pressure on manufacturing companies to go green in their production;

#### **4. Key Risk Management Strategies**

Some of the risks included challenges faced by Kenyans working abroad. Strategies put in place to mitigate included:

Training and sensitization of domestic workers to improve their capacity to adequately perform their responsibilities and better understand the socio-cultural environment where they were working.

Diversifying away from domestic work and encouraging Kenyans to reskill themselves for other work such as blue-collar jobs using various approaches in training including recognition for prior learning and involving other institutions such as the NYS and State Department for TVETs in the Ministry of Education.

## **5. List The Implementation Challenges and Recommended Way Forward**

Despite the critical role played by the State Department for Labour in national development, it continues to face various challenges. Amongst the most critical of the challenges are; high unemployment, inadequate and outdated labour market information, and inadequate infrastructure and obsolete technology in institutions, including the Industrial Training Centres, inadequate funding.

### **5.1 Low Human Resource Capacity**

The State Department for Labour is one of the enablers for Kenya's economic growth and development, and a foundation for national transformation. However, the Department has suffered perennial challenges in its human and financial resource capacity. In 2018/19 Financial year, it operated with a staff capacity of 32% of the staff establishment, which is less than the optimal level of 55%. In addition, aging workforce has adversely affected succession management in the Department where 49.1% of the staff are in the age-bracket of 51-60 years.

**Way forward:** The State Department sought authority from the Public Service Commission to recruit 417 Officers in 2018/19 Financial year. Due to inadequate budgetary allocation, and lengthy recruitment process, the Department only recruited one (1) officer and promoted 73 others. A request to recruit 247 Technical Officers in the 2019/20 Financial Year has been forwarded to the Public Service Commission to address the understaffing challenge in the most affected departments.

### **5.2 Low Financial Resource Capacity**

This is in addition to inadequate funding to the sub-sector in spite of its wide mandate and emerging issues. The sub-sector has therefore not been able to address these challenges which are compounded by inadequate budgetary provisions for recruitment of staff, purchase of vehicles, and working tools and equipment.

**Way Forward:** The introduction of budgetary allocation and sharing of budgetary resources through Sector Working Groups has enabled the sub-sector to receive positive consideration over the years. The sub-sector has further received technical and financial support from development partners for enhancing timely provision of labour market information and upgrading of some of the industrial training institutions.

### **5.3 Lack of Employable Skills**

This is one of the major factors that contribute to unemployment in Kenya, especially among the youth. This is attributed to inflexible education and training curricula, which do not integrate provision of soft skills. It is reported that graduates from various training institutions



often have inadequate capacity to perform their duties at the place of work. They lack motivation, positive attitude towards work, patience and applied knowledge, requiring employers to invest significant resources in employee training.

**Way Forward:** The State Department for Labour through the National Employment Authority (NEA) has developed a National Internship Policy to guide implementation of an Internship Programme in the country. The programme will be rolled out in the 2019/20 Financial Year and it envisages provision of internship opportunities to all college and university graduates.

**5.4 Skills Mismatch:** Weak linkages between industry and training and research institutions in Kenya has led to: skills mismatch between what is taught in training institutions and skills required by the industry; imbalance in the managerial-technical-support staff mix; weakened skills upgrading nexus between secondary, tertiary institutions, universities and the industry; development of curricula that is not in synch with labour market requirement; challenges in practical application of the skills acquired by graduates at the workplace; and weak institutional frameworks for addressing skills mismatch. Skills mismatch also leads to low productivity and employment.

**5.5 Lack of up-to-date Labour Market Information:** Kenya has developed a Labour Market Information System mainly to address the long-standing challenge of inadequate information that can inform policy decision making. However, the system faces the risk of being redundant due to lack of a framework and weak collaboration between institutions in sharing of the requisite information.

**Way Forward:** Addressing this challenge will require the participation of all stakeholders in the collection, analysis, presentation and dissemination of timely and adequate labour market information.

**5.6 National Skills Development Policy:** Skills development is vital process of ensuring workers have the right skills and their experiential learning certified in order to be in tandem with the changing technology and customer needs. Development of skills in Kenya is not properly regulated as various organizations have different frameworks for skills development, leading to confusion. Lack of a harmonized skills development framework poses challenges to employers in identifying and engaging workers with the relevant skills. This disparity in skills development leads to low productivity, high cost of retraining, and situations whereby different workers acquire different skills for similar jobs.

**Way Forward:** The State Department initiated the development of a National Skills Development Policy

**5.7 Outdated Training Standards:** Training standards, programmes and curricula are the tools used to impart skills to workers for effective and efficient service delivery for improved

productivity. Frequent changes in technology lead to respective changes in industry needs. A continuous process of reviewing or developing new training standards, programmes and curricula ensures that skills development initiatives are in tandem with the changes in technology and customer needs. The process calls for engagement of experts and practitioners from respective trades in industry who in most cases are few or not locally available, rendering the exercise quite long and expensive. Very little work has been done in the country on development of new training standards, programmes and curricula and review of the existing ones.

**Way Forward:** The National Industrial Training Authority is currently reviewing the training standards where 17 Competence Assessment Guidelines for Trade Testing were reviewed in 2018/19 Financial Year.

### **5.8 Skills Certification**

Skills certification is crucial for workers as it provides opportunities for upward mobility, acceptance by employers of acquired and certified competencies a worker possesses; recognition of competencies nationally for horizontal mobility in the qualification framework; and global competitiveness. In Kenya skills certification is done at three levels: government grade test III, II and I, where grade I is the highest level of skills competence certification. Most of the skills competency certified graduates stagnate at grade I due to lack of clear vertical mobility or recognition for horizontal mobility. In addition, most practitioners in the MSME sector have a challenge in progressing in their trade due to lack of a formalized qualification framework since the practitioners have no proof that they possess skills that they have learnt on-the-job. Furthermore, such documentation is required for job and service tender applications. The practitioners also do not have access to lifelong learning, are unable to improve product and service quality by ensuring uniform standards in their trades.

### **5.9 Un-updated Kenya National Occupational Classification Standards**

One of the key requirements for addressing the issue of mismatch of skills to the demands of the labour market is the standardization of occupations and their skill requirements to guide skills development. Kenya developed a National Occupational Classification System, which came into operation in 2000. The Kenya National Occupational Classification Standard (KNOCS-2000) was based on the International Standard Classification of Occupations (ISCO-1988). Due to the dynamics in the labour market and the technological changes, some of the occupations contained in the KNOCS 2000 have become either obsolete or redundant while new occupations have not been classified. This, makes it difficult to orient training curricula to labour market needs, increases costs of recruitment and training, lengthens period of job search, makes it difficult to assign the right value to jobs and poses challenges in ensuring comparability of occupations with those of other countries.

**Way Forward:** The State Department has embarked on the updating of the KNOCS. The exercise entails carrying out occupational surveys in sectors of the economy to establish the

current occupations. The information is used to update the Standards which are key in determining the kind of skills required in each sector. This exercise is envisaged to be completed in the 2020/21 Financial Year.

#### **5.10 Upgrading and Expansion of Industrial Training Centres**

The five Industrial Training Centres (ITCs) managed by NITA were designed and established in the late 1970s and early 80s. With the exception of the NITA Athi River centre, the other four have outdated training equipment, which are not attractive to employers and employees due to evolution of technology over the years. Some of the machines are not functional and production of their spare parts has been overtaken by time. The training facilities are in a dilapidated state which calls for upgrading and revamping the centres with modern training equipment for them to remain relevant to the changing demands of the industry.

*Way Forward:* Upgrading of the ITCs require approximately KShs. 2,215 billion. The Centres have been receiving piecemeal allocations over the years (Totalling to KShs. 771.7 million), which have not brought significant change in the institutions. In 2018/19 Financial Year, the Centres received KShs. 69 million which was shared among three of the Centres. There is need for enhanced funding for the institutions to enable them meet the training needs of the industry. The State Department is engaging development partner for possibility of funding these centres.

#### **5.11 Unregulated Labour Migration**

High levels of unemployment in the country have forced many Kenyans to seek employment opportunities abroad with the hope of improving their livelihoods. However, labour migration from Kenya is largely unregulated and involves numerous public sector agencies. This results in duplications and weakening of efforts to coordinate the migration. The country also lacks appropriate legislation on labour migration. Accurate statistics on the number of Kenyans working abroad are unavailable but it is estimated that about 200,000 works in the Middle East alone. Most of these workers are, however, engaged in low-skilled occupations. They also face numerous challenges, especially in respect to the terms and conditions of employment and protection of fundamental principles and rights at work. A lack of bilateral agreements with countries in the region means that there are no formal structures for addressing these challenges. The absence of a Distress Fund particularly in the Middle East and Offices of Labour Attachés in destination countries compounds this challenge further.

*Way Forward:* The State Department is developing a Labour Migration Policy that will provide a framework for labour migration in the country. Also, there is need for labour agreements with key labour migration countries to enhance the protection of the Kenyan Migrant Workers.

### **5.12 Low levels of Productivity and Competitiveness**

Kenya's overall labour productivity measured by output per person employed has remained low and grown slowly over the years. The country's overall labour productivity index dropped slightly from 100 in 2012 to 99.53 in 2013 but increased minimally to 101.25 in 2014, 102.76 in 2015 and 105.69 in 2016. This shows that labour productivity increased cumulatively by 9.23 percent or by an average of 2.31 percent per annum over the 4-year period. Kenya's Global Competitiveness Index is also low and ranged between 3.7 to 3.9 out of 7 between 2012/13 and 2016/17. The country's GCI and ranking is, arguably low, compared to those of competitor countries. Some of the factors responsible for Kenya's low productivity and competitiveness are inadequate awareness and weak productivity culture within the populace, weak stakeholder involvement in productivity movement and campaigns and inadequate focus of productivity improvement initiatives in the public sector.

*Way Forward:* There is need for increased awareness on productivity improvement initiatives in all sectors of the economy and to develop productivity culture among Kenyans from an early age. Introduction of a curriculum on productivity in schools will contribute to entrenchment of productivity culture in the country. The State Department is mobilizing resources to fully implement the National Productivity Policy.

### **5.13 Inadequacy of Work Injury Benefits Laws**

The High Court Ruling of 2009 nullified key sections of the Work Injury Benefits Act (2007). Delay in the enactment of the Work Injury Compensation Bill continues to undermine effective administration of work injury benefits regulations. It also delays and denies the compensation rights of the injured employees. The Bill proposes establishment of a Fund to cover the compensation of workers who get permanent incapacity as a result of occupational diseases.

*Way Forward:* The State Department for Labour developed a Work Injury Compensation Bill and forwarded it to the National Treasury for concurrence. The Bill was returned to the Department in August 2019 with comments, which will be addressed before resubmission of the same to the National Treasury.

### **5.14 Lack of Baseline Survey on Occupational Safety and Health**

There is no data on the number of workers in hazardous occupations in Kenya requiring periodic medical examinations. In addition, the number of hazardous plant and equipment and the number of workplaces in the country is unknown. This has hampered design of initiatives aimed at addressing workplace hazards.

*Way Forward:* The State Department commenced the Baseline Survey in the 2017/18 Financial Year. The survey has covered two Counties only (Nakuru and Machakos) in the past two Financial Years. Increased coverage is hampered by insufficient funding.

### **5.15 Occupational Safety and Health Information Management System**

The Department uses manual platforms for collection and analysis of data collected on occupational accidents, diseases, hazardous substances, safety audits, inspections and training activities. Entry and analysis of this data is usually not effective and the database system in use is rudimentary and presents challenges in disaggregation of data accordance with ILO standards.

**Way Forward:** The State Department is finalizing the establishment of the OSH Information Management System to facilitate data collection, analysis and generation of labour market statistics. The system will also be used in registration and certification of workplaces in compliance with OSH regulations.

#### **5.16 Low Coverage of Labour Administration Services**

Public administration activities in the implementation of national labour laws and policies are a national function whose services are required in all counties. However, these services are only available in 41 counties thereby denying the public services in six remaining counties. Even where it is present, labour administration services are limited in coverage due to inadequate capacity.

#### **5.17 Upsurge in Industrial Actions in the Public Sector**

Kenya has been experiencing an increase in industrial unrest particularly in the public sector. Although there are many causes of industrial action, the ones in the public sector tend to be associated with terms and conditions of employment and especially failure to negotiate or non-implementation of registered CBAs. Increase in industrial action also points to weak frameworks for social dialogue and an ineffective industrial relations system.

**Way Forward:** The State Department through **the Cabinet Memorandum on the Centrality and Contribution of the Labour Sector** to the Economy has proposed the establishment of an Apex Inter-Governmental Committee, under the leadership of Ministry of Public Service, Youth and Gender Affairs, to Coordinate Negotiations of Collective Bargaining Agreement (CBA) in Public Sector, provide clear guidance to the implementing institution and advice the Government on the same.

#### **5.18 Lack of guidance in determination of wages at national level**

Kenya lacks a comprehensive wages and remuneration policy. The country has continued to rely on minimum wage setting, collective bargaining and administered wage setting as the approaches for determination of wages and benefits. These approaches have given a piecemeal account of wage determination, increased wage inequities and inhibited adequate improvement in the welfare of workers besides dampening organizational productivity and competitiveness. Though the Salaries and Remuneration Commission (SRC) developed a wage and benefits policy, it is only confined to public sector workers.

**Way Forward:** The State Department commenced the development of a National Wages and Remuneration Policy in the 2018/19 Financial Year. The Policy aims at providing a framework for determination and review of wages in the country and will help address wage disparities across the sectors of the economy.

#### **5.19 Child Labour**

Child labour constitutes a key impediment to development of dynamic and competitive human resources. The challenges to effective reduction of child labour have been low levels of economic development, high incidences of poverty, unemployment, challenges in the education sector, and inconsistencies in laws and regulations. Others are rural-urban migration, socio-cultural practices, lack of up-to-date data on child labour, non-comprehensive social protection system, HIV and AIDS and trafficking in persons.

**Way Forward:** There is need for allocation of fund to enable the State Department carry out a Child Labour Survey to establish the number of children involved in child labour in the country. The survey will also inform the development of policy measures required in withdrawing the children from child labour.



.....

**Shadrack M. Mwandime, EBS**

**Principal Secretary / Accounting Officer**

**State Department for Labour and Skills Development**

## **6. Statement of Performance Against Predetermined Objectives for the FY2022/23**

### **Introduction**

Section 81 (2) (f) of the Public Finance Management Act, 2012 requires that, at the end of each financial year, the accounting officer when preparing financial statements of each National Government entity in accordance with the standards and formats prescribed by the Public Sector Accounting Standards Board includes a statement of the national government entity's performance against predetermined objectives.

The key strategic objectives as per the State Department Strategic Plan covering the period 2018-2023 are to:

- To review, formulate, and implement appropriate supportive policies, legal and institutional frameworks for the sub-sector
- To institutionalize nation-wide work-based learning initiatives
- To map skills development providers by sectors
- To establish and strengthen institutional linkages to link training, skills development and the industry for skills development and improvement.
- To integrate national skills to the national qualification framework
- To promote private-public partnership in skills development
- To mobilize resources for skills development
- To promote research for skills management for sustainable development
- To integrate modern technology in skills development, improvement and management.

### **Progress on attainment of Strategic Objectives**

For purposes of implementing and cascading the above development objectives to specific sectors, all the development objectives were made specific, measurable, achievable, realistic and time-bound (SMART) and converted into development outcomes. Attendant indicators were identified for reasons of tracking progress and performance measurement: Below we provide the progress on attaining the stated objectives:

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

Program	Strategic Objective	Outcome	Indicator	Performance
Workplace Readiness Service	Management of Skills Development	Establish Industry-Education Linkages	<ul style="list-style-type: none"> <li>No. of linkages established.</li> <li>To develop National Skills Development Policy (NSDP)</li> <li>To develop National Policy Framework for Career Guidance in Kenya.</li> <li>To establish County work-based learning committees examined</li> <li>To develop National Education-Industry Linkage.</li> </ul>	<ul style="list-style-type: none"> <li>4 linkages established Resolved 84.6 of the labour disputes received</li> <li>Policy complete awaiting adoption</li> <li>Policy complete</li> <li>87 participants Successfully sensitized in collaboration with KEMI</li> </ul> <p>47 County Work-based Learning Committees (CWBLCs) established</p>



**STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT**  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

<p>Post Training Information Management</p>	<p>Skills and Employment Data-based Management Services</p>	<p>National Skills Management Information System (NSMIS).</p>	<p>To sensitize tertiary Institutions and Universities on Career management.</p> <ul style="list-style-type: none"> <li>• Matching Skills with employers' requirements</li> <li>• No. of youth completed Job Specific Skills Training (JSST)</li> </ul>	<ul style="list-style-type: none"> <li>• Domesticated the International Standards for Industrial Classification (ISIC) 2008 to facilitate classification of industries in the Kenyan economy and for international comparability</li> <li>• Facilitated placement of 160,422 job seekers in employment locally and abroad</li> <li>• Pre-departure training offered to 86,798 potential Kenyan migrant workers to acquaint and equip them with knowledge, skills, attitude and values to enable them cope with new work environment in host countries</li> <li>• Trained 136,726 persons engaged in industry in relevant industrial skills against a target of 123,000;</li> <li>• Assessed 173,084 candidates for competencies in various trades and certified under the</li> </ul>
---	---	---	---	--

**STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT**  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

<p>General Administration, Planning and Support Services</p>	<p>To improve effective delivery of services</p>	<p>Effective service delivery</p>	<ul style="list-style-type: none"> <li>• No. of Policies developed</li> <li>• No. of legal instruments</li> <li>• No. of Officers recruited</li> </ul>	<p>Government Trade Test Scheme against a target of 176,500;</p> <ul style="list-style-type: none"> <li>• Reviewed/developed 40 Occupational Competence Standards (OCS) for Trade Testing to facilitate upward career mobility of workers in informal sector (25 already gazetted)</li> <li>• A total of 33,549 youth completed the Job Specific Skills Training (JSST) and apprenticeship in various trades across the country, out of which 60% got jobs or are self-employed at least six months after training</li> </ul>
				<ul style="list-style-type: none"> <li>• Developed the National Policy on Labour Migration submitted and approved by National Development Implementation Committee (NDITC) awaiting approval by the National Development Implementation and Communication Committee (NDICC)</li> <li>• Developed Labour Migration Management Bill and submitted it to the Attorney General's Office for drafting;</li> <li>• Amended Section 29 of the Employment Act, 2007 to include maternity leave for parents adopting children;</li> </ul>

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

				<ul style="list-style-type: none"><li>• Investigated 30 economic disputes referred to the Ministry by the Judiciary;</li><li>• Analyzed 766 Collective Bargaining Agreements (CBAs) and forwarded them to the Employment and Labour Relations Court (ELRC) for registration</li></ul>
--	--	--	--	---

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

**Progress on the attainment of Strategic Objectives through Performance Contracting**

For purposes of implementing and cascading the above development objectives to specific sectors, all the development objectives were made specific, measurable, achievable, realistic and time-bound (SMART) and converted into development outcomes. Attendant indicators were identified for reasons of tracking progress and performance measurement: Below we provide the progress on attaining the stated objectives:

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
Promotion of Harmonious labour relations	<ul style="list-style-type: none"> <li>• The Draft National Wages and Remuneration Policy was finalized, validated by stakeholders with support from ILO and Draft is awaiting submission to Cabinet.</li> <li>• The Labour Migration Policy was finalized and presented to Cabinet where amendments were proposed and these were resolved with the participation of stakeholders. The policy is now finalized and ready for legislative processes</li> <li>• The Labour Migration Bill was received by the AG’s office for legal drafting and was with the expectation that a draft bill would be received for public participation</li> <li>• Stakeholders’ meetings were convened for the purpose of formulating the Kenya Migrant Workers Welfare Fund. Employers Organizations, Workers Organizations, Citizens from the Diaspora, Former domestic workers, ILO and IOM among others were involved. An actuarial study was planned for the next financial year.</li> <li>• The state of Oman and Kenya signed an MOU on Labour Migration after the Ministry hosted the Omani Delegation</li> <li>• Several Meeting with Private Recruitment Agencies and pre-departure trainers were convened and held at ministerial level to improve coordination</li> <li>• Meetings with the governments Germany, Canada and the Kingdom of Northern Ireland were held to strategize on Labour Migration Strategy</li> <li>• Meetings were held with TVETs and the NYS to create synergy between what they were doing and skills needed for labour migration – especially blue-collar jobs</li> <li>• A fact-finding mission to Saudi Arabia was carried out by the top management better understand challenges and opportunities in the Saudi Arabia Labour Market as well as related GCC countries</li> <li>• Together with the State Department of Diaspora Affairs, a global labour Strategy was developed, discussed and presented to the leadership of the country at State House</li> <li>• Development of Rules and Regulations for ADR</li> </ul>

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<ul style="list-style-type: none"> <li>• The top management of the Ministry attended and participated in annual International Labour Conference in Geneva together with key stakeholders such as COTU and FKE</li> <li>• The Economic Position Paper on Wages was developed and deliberated to give guidance on matters related to the Statutory minimum wage</li> <li>• Attested a total of 42,254 Foreign Contracts within two days of submission and beneficiaries' secured employment abroad.</li> <li>• In the year 2022 a total of 350 CBA's affecting 440,840 workers were registered</li> <li>• In the same year a total of 11 economic disputes were investigated and reports filed in the Economic and Labour Relations Court</li> <li>• Processed all 18,391 reported Labour disputes</li> <li>• Settled all distress calls reported in the foreign missions (United Arab Emirates (UAE), Qatar and Saudi-Arabia) where a total of 1,954 distress call reported and processed</li> <li>• Carried out 12,659 labour inspections on wages, terms and conditions of employment against an annual target of 10,200</li> <li>• Held fourteen (14) meetings with social partners as follows: (1)held a meeting with social partners in the Education Sector to discuss teaching and the teaching profession in a digital world from 27th to 29th July ,2022 at Kyala Hotel Machakos; (2)held a meeting with social partners in Health Sector to develop practical manual for social dialogue from 25th to 26th July,2022 at Kyala Hotel Machakos; (3) held a National workshop on ILO C87,C150,C181,C189,and C190 and dissemination of IGAD Model BLA Guideline to prepare for the ratification of the Conventions from 19th -21st July,2022; (4) held a meeting to develop draft rules and regulations for the alternative dispute resolution mechanism held on 1st-4th November,2022; (5) participated in the 22 Employers 'Annual Conference of Agriculture Employers Association' ( AEA) on 1st &amp;2nd December 2022; (6) held a joint Conciliation meeting with MOH,COG and KMPDU and other Government Institutions on an impending strike; (7) held a meeting Conciliation with JKIA and KALPA on the pilot strikes that commenced in December,2022;(8) held a meeting with COTU-K at the Ministry headquarters on 1st February 2023 to discuss emerging labour issues affecting workers of Kenya; (9)held a meeting with FKE at the Ministry head quarter on 22nd February 2023 to discuss emerging issues affecting employers of Kenya;(10) held a National Steering on child Labour between 13th -16th February,2023 in Mombasa with Social partners to discuss among others, pending activities on programmes on elimination of child Labour;(11) held a tripartite meeting on the 26th April,2023 before Labour Day to consult on the emerging issues in the Labour market;(12) Commemorated the International Day for Domestic workers on the 16th June 2023 to celebrate domestic workers in the country where Social Partners, various Government Agencies,</li> </ul>

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<p>Development Partners, Non-Governmental Organizations and Civil Society Organization attended the event; (13)held an inter-ministerial committee on 11th-13th April,2023 at Machakos to discuss on the Government position on minimum wage increment ; (14)and held a meeting with the State Department for Shipping and Maritime Affairs on the 3rd April,2023 and the 24th April,2023 to discuss and recommend the establishment of the Seafarers Wages Council</p> <ul style="list-style-type: none"> <li>• Built capacity of 119 Social Partners towards improving Labour relations and deepening social dialogue in collaboration with stakeholders as follows: trained 74 employees (KAM Members) on emerging Labour trends on 28th July 2022 at Golden Tulip Hotel Nairobi; trained 40 members of Kenya Union of Commercial Food and allied workers on Labour Laws from 19th to 22nd September 2022 at PARIS Hotel Nairobi; 2 members from FKE and COTU trained on contusive Sustainable Enterprises; and trained 3(COTU &amp;FKE) officers through ARLAC workshop towards improving Labour relations and deepening social dialogue in collaboration with stakeholders as follows:</li> <li>• Fifty five (55) Labour Inspectors trained as follows: two(2) officers trained on Basic Labour Market in person Course in ARLAC Zimbabwe from 11th July 2022 to 2nd September 2022;one(1) Officer offered e-learning course through ITC-ILO on developing, negotiating and implementing bilateral agreements; Fourteen (14) Labour Officers trained under the AHK Project during the Strategic Compliance Planning Workshop held on the 11th to 14th July 2022; 1 (one) officer attended an exposure (tour) visit to South Africa on Labour Migration data from 27th to 29th September 2022; three (3) trained at the Kenya School of Governance on senior Management Course and strategic Leadership Development Programme; and two (2) officers attended workshops at Harare, through ARLAC between dates 24th October and 25th November,2022; thirty (30) trained on compliance issues with labour laws for four days from 28th March,2023; two (2) officers were admitted for virtual training at ARLAC Zimbabwe on basic labour course from 28th March,2023</li> <li>• Attested a total of 42,254 Foreign contracts within two days of presentation.</li> <li>• Towards digitalization, the department in collaboration with NEA organized a workshop on 17th-30th October,2022 to develop an online booking from interface to enable prospective PEAs to book for attestation online with the Labour officers conducting the exercise</li> <li>• Towards operationalization of the Alternative Disputes Resolutions to provide for conciliation and mediation services for Labour and Employment disputes-The Government Multi sectoral agencies held a meeting on 22nd March,2023 to analyze the draft developed regulations</li> <li>• Developed and submitted six (6) reports on compliance with ILO Conventions. (Human Resource Development Convention C.142, Forced Labour Convention C.29 (1930), Right to organize and collective bargaining Convention,1949(No.98), MLC,2006-Maritime Labour</li> </ul>

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT

**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<p>Convention,2006(MLC,2006), Minimum Age Convention,1973(No.138), Worst forms of child Labour Convention,1999</p> <ul style="list-style-type: none"> <li>• Processed all 7953 reported Labour disputes where 6,394 of these disputes were resolved, while resolution of the remaining 1,559 disputes is in progress</li> <li>• Carried out 8,131 Labour inspections on wages, terms and conditions of employment</li> <li>• Held 7 meeting with Social Partners to address emerging labour issues including the National Labour Board and Agriculture and General Wages Councils</li> <li>• Trained a total of 155 officials' representative of Social Partners and other stakeholders and 71 Labour Inspectors to promote effective compliance with labour laws through ILO</li> <li>• Established/revived 4 County Child Labour Committees in the following 4 Counties: Kwale, Kajiado, Nairobi and Bungoma</li> <li>• Trained 30 Labour inspectorate officers on child labour issues and held Sensitization forums in 4 Regions (Nairobi, Nyanza, Coast and Rift Valley) on Elimination of Child Labour to stakeholders</li> </ul>
<p>Promotion of Occupational Safety and Health (OSH)</p>	<p>To promote Occupational Health and Safety, the following activities were carried out:</p> <ul style="list-style-type: none"> <li>• Training 9,433 workers in 395 workplaces on Occupational Safety and Health against an annual target of 8,000 workers in 300 work places</li> <li>• Training of 99 health care providers in Muranga and Embu Level-5 hospital on Basic Occupational Health Services (BOHS) in Universal Health Care</li> </ul> <p>A total of 22,101 examinations of hazardous industrial plant and equipment were carried out against an annual target of 18,900 thus achieving</p> <ol style="list-style-type: none"> <li>i) Carried out 148,699 medical examinations of workers in hazardous occupations in various workplaces to safeguard their health against an annual target of 120,000 thereby achieving</li> <li>ii) Investigated 79 of the 192 reported fatal occupational accidents representing 41.14% of the received cases thus achieving</li> </ol> <p>Construction of National Occupational Safety and Health Institute (Phase 1) – The Project was allocated Kshs. 30 million in 2021/22 FY to clear a pending bill incurred in 2020/21 FY amounting to Kshs.26,165,054. The following works were undertaken; partitioning of the Institute, Mineral Fibre Acoustic ceiling and paint work and mechanical works. They're pending works which include: structural cabling, procurement of standby generator, boiler and incinerator. Frequent budget cut has delayed the completion of this project making it difficult to realize its intended purpose. The allocation of Kshs. 106.36 million in 2022/23 FY will be used to carry out the pending works.</p>

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
Regulation of Trade Unions	<ul style="list-style-type: none"> <li>• Inspected 367 books of account and records against a target of 450 thus achieving</li> <li>• Updated 38 trade union membership records to ensure compliance in filing annual returns of the Trade Unions</li> </ul>
National Human Resource Planning and Development	<ul style="list-style-type: none"> <li>• Prepared 1st, 2nd ,3rd and 4th Quarter, Job Opportunities Analysis Report to provide information on the skills and Occupations in high demand and growing economic sectors -20%</li> </ul> <p>Towards carrying out the Survey of Training Institutions (STLI) in Universities, National Polytechnics and Teachers Training Institutions, the following activities were carried out-            Developed a questionnaire and carried out data collection in Nairobi County</p> <p>Towards linking the KLMIS with four (4) data bases containing LMI            ✓ Developed 7 Application Programming Interface (APIs)</p> <p>Towards Finalization of the Kenya Standards Classification of Occupation (KESCO)-            ✓ Validated the 5 sectors (Information, Communication and Technology; Education; Health; Process Operators, Craft workers, Machine operators &amp; Assemblers; and the public sector.            ✓ Prepared the KESCO report            ✓ On May,2023 launched the Kenya Standards Classification of Occupation (KESCO). KeSCO -2022 standard defines, describes and assigns unique codes to all occupations, in order to classify them as they are found within the Kenya labour market and in a comparable level globally</p> <p>Towards Finalizing the Enterprise Skills and Occupational Survey-            ✓ Data Analysis of the survey was carried out            ✓ Report writing was carried out            ✓ on May,2023 Launched and Disseminated the report on Employer Skills and Occupational Survey. The aim of the survey was to generate data on types of skills and occupations demanded in the economy; identify skills and occupations shortages; provide information on skills and skill gaps that exist, in terms of cognitive and technical (including entrepreneurial and business skills) and socio-emotional skills; and identify prevalent and hard-to-fill occupations in the economy</p>
Productivity Management	<ul style="list-style-type: none"> <li>• Trained 546 employees from the manufacturing sector on productivity improvement measures against an annual target of 500 employees in the following sub-sectors thus achieving. (SMEs -138 employees, Dairy sub-sector-113 employees, Textile sub-sector-134 employees, Vegetable Processing-64, Tea-63, Grain Miling-20, Nut company-2, State Corporation-12)</li> <li>• Developed and published productivity Indices in 20 economic sectors namely: Agriculture, Forestry and fishing; Mining and quarry; Manufacturing; Electricity supply; Water supply, Sewage and waste management; Construction; Wholesale, retail trade and repairs; Transport and Storage; Accommodation and</li> </ul>



STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<p>food services activities; Information and communication; Finance and Insurance activities; Real Estate; Professional, Scientific and Technical activities; Administrative and support service activities; Public administration and defence; Education; Human health and social work activities; Art, entertainment and recreation; Other Services activities; and Activities of households as employers</p> <ul style="list-style-type: none"> <li>• Undertook Productivity improvement measurement on a pilot basis in 15 organizations (Kenya Literature Bureau, National Housing Corporation, Higher Education Loans Board, Capital Market Authority, Kenya Institute of Public Policy Research and Analysis, National Environment Management Authority, Kenya Medical Training College-Nakuru, Kenya Port Authority, Nyayo Tea Zone , Kenya Animal Genetic Resources Centre, Kenya Civil Aviation Authority, Salaries and Remuneration Commission, Kenya Electricity Generating Company (Kengen), Nuclear Power and Energy Agency and Bukura Agricultural College</li> <li>• Undertook productivity improvement in the Manufacturing sector covering 5 firms in the Textile, Dairy sub-sector, SMEs, Tea, Vegetable processing</li> <li>• Trained 10 cohorts at Nairobi, Mombasa, Embu, Baringo and Matuga Campuses of KSG.A total of 262 officers from 70 State Corporations have undertaken the one-week course on productively management</li> </ul>
Industrial Skills Development	<p>In these area notable achievements by the Authority included:</p> <ul style="list-style-type: none"> <li>• Approval training of 47,654 workers in industry</li> <li>• Approved of trainings for 8,333 workers in informal and formal sectors through industrial training centres</li> <li>• A total of 440 graduates were engaged in apprenticeship and 40,235 students on attachment</li> <li>• Assessment competencies of 75,664 persons on government trade tests</li> <li>• Coordination and certified training of 100,000 workers through Homecare management for the Saudi Arabi market</li> <li>• A total of 402 candidates benefited from the new Recognition of Prior Learning (RPL) system</li> </ul>
Employment promotion	<ul style="list-style-type: none"> <li>• A Multi-Agency Committee was established towards establishment of Kenya Migrant Workers Funds drawing membership from key relevant stakeholders</li> </ul>

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<ul style="list-style-type: none"> <li>• Conducted spot check inspections to Private Employment Agencies to effectively enforce compliance with regulations</li> <li>• Management System (<a href="http://neaims.go.ke">http://neaims.go.ke</a>) to facilitate provision of employment services, collection, storage and retrieval of labour market data. The system can support registration of job seekers, matching and placement; registration of employers and submission of returns; registration of recruitment agencies and internship). All the National Employment Processes have been automated;</li> <li>• Vetted and licensed 767 Private Recruitment Agencies involved in registration and placement of job seekers locally and abroad;</li> <li>• A National Labour Migration Policy developed to provide a framework for promotion of inclusive and sustainable development of the country through safe, orderly and productive labour migration. The Policy outlines strategies whose implementation to will enhance protection of Kenyan migrant workers. The Policy has been forwarded to Cabinet for approval;</li> <li>• A Draft Labour Migration Management Bill, 2022 developed validation and final Draft forwarded to Office of Attorney General for Legal drafting in May 2022</li> <li>• Towards streamlining the operations of the Private Employment Agencies (PEA), an Inter-Ministerial Vetting Committee with representation from key government agencies was established to vet all the Private Employment Agencies in the country;</li> <li>• The Ministry in collaboration with the International Organization for Migration (IOM) has established an Oversight Mechanism and a Community Feedback Mechanism to facilitate continuous monitoring of Private Employment Agencies; A distress reporting mechanisms established through a Web Portal under NEAIMS and a Toll-Free Line 0800222223 to report Migrant workers distress cases;</li> <li>• Towards Capacity Building of Private Employment Agencies, a total of 143 Private Employment Agencies (PEAs) have been trained on introductory International Recruitment Integrity, 23 PEAs enrolled in the International Recruitment Integrity System (IRIS) capacity building programme and 2 PEAs audited for compliance with international standards;</li> </ul> <p>Towards establishment of the Fund, the following key milestones have been realized:</p> <ul style="list-style-type: none"> <li>• A five-day Retreat was held in Nakuru from Sunday 22<sup>nd</sup> – Friday 27<sup>th</sup> January, 2023 to develop the Regulations towards establishment of the Migrant Workers Welfare Fund under Public Finance Management Act as advised by National Treasury and AG’s Office</li> <li>• During the Retreat it was realized that the Fund could not be established under PFM Act as the resources were to be contributed by the Migrant Workers themselves. It was noted that <b>there</b> is no existing law that can support this model; the existing laws anticipated pure public or pure private Funds. In this regard, money contributed by</li> </ul>

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT

**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<p>the members of the public for their own purpose (to address welfare issues may be established under a legislation other than the PFM Act. A report on the deliberation of members is attached. The Fund will run as an independent body where the Government comes in as a custodian of public interests – To ensure the Fund is run in line with the Law.</p> <ul style="list-style-type: none"> <li>• A high-level meeting was held on February 21<sup>st</sup> 2023 at the Ministry Boardroom between the National Treasury and Office of Attorney General and concurrence was reached that an Independent Act of Parliament will be developed towards establishment of the Fund</li> </ul> <p>Reviewed the Code of Conduct for Private Employment Agencies to ensure ethical and fair recruitment and placement practices, safeguard job seekers' rights and enhance self-regulation achieving</p> <ul style="list-style-type: none"> <li>• Prepared Draft Bilateral Labour Agreements (BLAs) with nine key labour destination countries, which have been cleared by Office of the Attorney General and the National Treasury and submitted to host countries for negotiations. These include: United Kingdom (For all other category of workers), Poland, Oman, Kuwait, Jordan, Bahrain, Australia and; State of Qatar and Kingdom of Saudi Arabia (for recruitment and employment of other categories of workers) and reviewed the Bilateral Labour Agreement with Kingdom of Saudi Arabia on recruitment of Domestic Workers. In addition, the Authority has also prepared draft BLAs with Canada and Germany. The draft agreements have been forwarded to the National Treasury and the Office of the Attorney General for concurrence. Thus achieving</li> <li>• Conducted spot check inspections on Private Employment Agencies to effectively enforce compliance with regulations. The entire exercise resulted in the deregistration of about 50% of all agencies for non-compliance</li> <li>• Established a Return and Re-Integration Programme that will enable migrant workers participate in national development while abroad and upon their return. To enhance the institutional framework for reintegration of Kenyan migrant workers, a Migrant Resource Centre has been established at NEA offices in Kasarani. A total of 880 complaints were received from Migrant Workers where 26 have been resolved</li> <li>• The NEA website and NEAIMS have been upgraded to have labour information and Kenyan Migrant Workers Website (<a href="http://www.kmw.nea.go.ke">www.kmw.nea.go.ke</a>) upgraded to include information on destination countries for Kenyan migrant workers</li> <li>• Undertook three (3) monitoring and evaluation exercise on implementation of Pre-Departure Training Programme and prepared reports (August, 2022 and</li> <li>• Vetted a total of 789 Private employment Agencies out of which 560 were issued with licenses</li> </ul>

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<ul style="list-style-type: none"> <li>• Developed of information handbooks for Canada, Australia, Poland and United Kingdom (for General Workers). The handbooks are meant to empower Kenyan migrant workers by providing information on the country of destination, and assist them in setting realistic goals and developing the key skills and attitudes needed to succeed in their new work environment. The handbooks have been shared with International Organization on Labour Migration (IOM) for their input. In addition, the Handbook for Nurses leaving for UK were also developed and published</li> <li>• The Authority facilitated placement of a total <b>109,053</b> job seekers against a target of 105,000</li> <li>• Developed a concept on establishment of job centres in Thika and Nairobi;</li> <li>• Wrote to SOCIEX+ European Union requesting for technical support to establish the Job Centres;</li> <li>• Received Employment experts from Belgium and Sweden Public Employment Services who conducted a survey in Kenya to access the services offered on the employment offices in Kenya focusing on Nairobi and Thika. A report on the same was prepared</li> </ul> <p>A Survey was undertaken and a report prepared and as a result:</p> <ol style="list-style-type: none"> <li>a. Reviewed the Draft National Internship Policy and Guidelines and prepared a Cab Memo</li> </ol> <ul style="list-style-type: none"> <li>• The guidelines for implementation of the Policy were submitted to Office of AG to drafting into Regulations.</li> <li>• Developed a National Internship module in the NEAIMS to enable the capturing of information on interns and employers</li> <li>• The Revised Draft National Internship Policy was submitted to the Cabinet Secretary for Labour and Social Protection for onward submission to Cabinet</li> <li>• Participated in 4 job fairs organized by different stakeholders: <ul style="list-style-type: none"> <li>➤ Employment and skills for development in Africa (e4d) job fair in Thika</li> <li>➤ Nairobi International Trade Fair</li> <li>➤ Mombasa International Show</li> <li>➤ Eldoret National Show</li> <li>➤ KICC, Nairobi in partnership with Huawei</li> </ul> </li> <li>• The Authority operationalized the NEA mobile Application to enable users access the NEA services with ease</li> <li>• Integrated the NEAIMS has been integrated with:</li> </ul>

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

THEMATIC AREA	KEY ACHIEVEMENTS FOR 2022/23 FY
	<ul style="list-style-type: none"> <li>• Integrated Persons Registry System (IPRS);</li> <li>• The Passport processing system through e-Citizen; and the</li> <li>• National Industrial Training Authority (NITA) System.</li> <li>• In addition, NEA has also undertaken documentation to enable integration with the MUSANED system.</li>   <li>• Review of the Employment Policy and Strategy for Kenya of 2015 has been initiated and draft report produced</li>   <li>• Initiated the development of the NEA Strategic Plan (2023-2027) by developing TOR towards the development of the Strategic Plan and Wrote to ILO to support the exercise. Awaiting commencement of the exercise with support from ILO. The strategic Plan is meant to outline the programmes and activities that the Authority will implement in the next five years</li> </ul>
Post Training Skills Development	<ul style="list-style-type: none"> <li>• Concept developed; server procured as part of National Skills Development Information system</li>   <li>• Training of 700 youths on online employment – of those 68 of them were employed or got work assignments immediately</li> </ul>

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

**7. Management Discussion and Analysis**

**Programme Expenditure Analysis by Economic Classification (Amount in KShs. Million)**

Table 2.5 Analysis by Category of Expenditure: Economic Classification (Kshs.Million)						
Economic Classification	Approved Budget Allocation			Actual Expenditure		
	2020/21	2021/22	2022/23	2020/21	2021/22	2022/23
<b>Programme 1: Work place readiness and work-based Learning</b>						
<b>Current Expenditure</b>	<b>8,177,605.00</b>	<b>69,966,642.00</b>	<b>37,192,059</b>	<b>7,853,900.00</b>	<b>66,214,036.00</b>	<b>35,813,247.00</b>
Compensation of Employees	-	-	5,993,202.00	-	-	5,993,202.00
Use of Goods and Services	8,177,605.00	61,873,642.00	31,198,857.00	7,853,900.00	58,134,036.00	29,820,045.00
Grants and other Transfers	-	-	-	-	-	-
Other Recurrent	-	-	-	-	-	-
<b>Capital Expenditure</b>	<b>-</b>	<b>8,093,000.00</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Acquisition of Non-Financial Assets	-	8,093,000.00	-	-	8,080,000.00	-
<b>Total for Programme 1</b>	<b>8,177,605.00</b>	<b>69,966,642.00</b>	<b>37,192,059</b>	<b>7,853,900.00</b>	<b>66,214,036.00</b>	<b>35,813,247.00</b>
<b>Programme 2: National Skills Inventory/Skills Employment Database</b>						
<b>Current Expenditure</b>	<b>-</b>	<b>19,778,985.00</b>	<b>7,777,393.00</b>	<b>-</b>	<b>32,712,576.00</b>	<b>7,397,824.00</b>
Compensation of Employees	-	-	-	-	-	-
Use of Goods and Services	-	19,778,985.00	7,777,393.00	-	17,956,606.00	7,397,393.00
<b>Capital Expenditure</b>	<b>-</b>	<b>17,000,000.00</b>	<b>-</b>	<b>-</b>	<b>14,755,970.00</b>	<b>-</b>
Acquisition of Non-Financial Assets	-	17,000,000.00	-	-	14,755,970.00	-
Capital Grants to Government Agencies	-	-	-	-	-	-
Other Development	-	-	-	-	-	-
<b>Total for Programme 2</b>	<b>-</b>	<b>36,778,985.00</b>	<b>7,777,393.00</b>	<b>-</b>	<b>32,712,576.00</b>	<b>7,397,393.00</b>
<b>Programme 3: General Administration, Planning and Support Services</b>						
<b>Current Expenditure</b>	<b>117,893,067.00</b>	<b>125,374,373.00</b>	<b>84,393,096</b>	<b>114,677,215.30</b>	<b>120,229,699.00</b>	<b>83,559,321</b>
Compensation of Employees	70,900,843.00	81,000,000.00	49,577,65.00	70,337,321.65	78,569,037.00	49,577,650.00
Use of Goods and Services	46,992,224.00	44,374,373.00	26,817,701.00	44,339,893.60	41,660,662.00	25,983,926.00
Grants and other Transfers	-	-	-	-	-	-
Other Recurrent	-	-	7,997,745.00	-	-	7,997,745.00
<b>Capital Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Programme 3</b>	<b>117,893,067.00</b>	<b>125,374,373.00</b>	<b>84,393,096</b>	<b>114,677,215.30</b>	<b>120,229,699.00</b>	<b>83,559,321.00</b>
<b>Total Vote 1068 – SDPTSD</b>	<b>126,070,672.00</b>	<b>232,120,000.00</b>	<b>129,362,548</b>	<b>122,531,111.53</b>	<b>219,156,311.00</b>	<b>126,769,961.00</b>

## **8. Environmental and Sustainability Reporting**

The State Department takes seriously aspects of sustainability. Of most importance in the Labour Sector is social sustainability. This is done in harmony with all partners and most importantly involvement of workers and employers' organizations at all levels of planning and implementation. This differentiates the Ministry of Labour from all others which works as a tripartite system at all levels even at the International (or ILO) level where the arrangement is honoured even at the UN governing council level.

### **a) Sustainability strategy and profile**

The Ministry of Labour has put up measures and strategies to ensure its programmes and projects are sustainable. Key among these measures are the development of:

- The National Policy on Labour Migration submitted and approved by National Development Implementation Committee (NDITC) awaiting approval by the National Development Implementation and Communication Committee (NDICC).
- Labour Migration Management Bill and submitted it to the Attorney General's Office for drafting and Amended Section 29 of the Employment Act, 2007 to include maternity leave for parents adopting children

### **b) Environmental performance**

The Ministry of Labour has effectively contributed to the management and conservation of the environment for the current and future generations, the following measures have been put in place; implementing the presidential directive on achieving 10% forest cover through planting trees in the State Department for Labour and its agencies namely NEA, NITA and NSSF have all participating in tree planting exercise.

### **c) Employee welfare**

The state department has put in place measures to improve welfare of employees. During the year under review, the state department Analyzed 144 Collective Bargaining Agreements (CBAs) and forwarded them to the Employment and Labour Relations Court (ELRC) for registration. It also Prepared Economic Position Papers to advice the Cabinet Secretary in Wage determination and the Wages Councils.

The state department also implements the Occupational Safety and Health Act of 2007 by putting in place a Health and Safety Committee to give guidance in all related issues. Some key measures include examination of all lifts, clearly making the exit areas in case of emergencies and placement and proper management fire extinguishers and other fire equipment such as alarms and hoses.

**d) Operational practices/ Market place practices**

**Market place practices-**

The state department has put efforts in:

**Responsible competition practice through.**

Adoption of online platform for procurement of goods and services guided by the PFM, Act 2012 and PPAD Act 2015.

**e) Corporate Social Responsibility**

The state department carries out a lot of activities for the benefit of the general public that would rightly be qualified as CSR. These include attestation of contracts, and dispute resolution – even where extensive travel and time are needed for fact finding and time or other resources are incurred.



#### **9. Statement of 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 State Department for Labour and Skills Development shall prepare financial statements. 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 State Department for Labour and Skills Development is responsible for the preparation and presentation of the financial statements, which give a true and fair view of the state of affairs of the department for and as at the end of the period ended on March 31, 2023. 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 State Department for post training an skills development , (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 department (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 State Department for Labour and Skills Development accepts responsibility for the department'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 financial statements give a true and fair view of the State department for post training and skills Development transactions during the period ending March 31, 2023, and of the financial position as at that date. The Accounting Officer in charge further confirms the completeness of the accounting records maintained for the Department which have been relied upon in the preparation of the State Department for Post Training and Skills Development 's financial statements as well as the adequacy of the systems of internal financial control.

The Accounting Officer in charge confirms that the state department for post training and skills development has complied fully with applicable Government Regulations and the terms of external financing covenants (where applicable), and that the department'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 financial statements have been prepared in a form that complies with relevant accounting standards prescribed by the Public Sector Accounting Standards Board of Kenya.

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

**Approval of the financial statements**

The State Department for Post Training and Skills Development's financial statements were approved and signed by the Accounting Officer on 29/9/2023.



**Accounting Officer**  
Shadrack M. Mwadime, EBS



**Head of Accounting Unit**  
CPA Milly Eve Akoth  
ICPAK Member No. 20112

# REPUBLIC OF KENYA

Telephone: +254-(20) 3214000  
E-mail: info@oagkenya.go.ke  
Website: www.oagkenya.go.ke



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

## **REPORT OF THE AUDITOR-GENERAL ON STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT FOR THE NINE (9) MONTHS PERIOD ENDING 31 MARCH, 2023**

---

### **PREAMBLE**

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

- A. Report on the Financial Statements that considers whether the financial statements are fairly presented in accordance with the applicable financial reporting framework, accounting standards and the relevant laws and regulations that have a direct effect on the financial statements.
- B. Report on Lawfulness and Effectiveness in Use of Public Resources which considers compliance with applicable laws, regulations, policies, gazette notices, circulars, guidelines, and manuals and whether public resources are applied in a prudent, efficient, economic, transparent, and accountable manner to ensure the Government achieves value for money and that such funds are applied for the intended purpose.
- C. Report on the Effectiveness of Internal Controls, Risk Management and Governance which considers how the entity has instituted checks and balances to guide internal operations. This responds to the effectiveness of the governance structure, risk management environment and internal controls, developed and implemented by those charged with governance for orderly, efficient, and effective operations of the entity.

An unmodified opinion does not necessarily mean that an entity has complied with all relevant laws and regulations and that its internal controls, risk management and governance systems are properly designed and were working effectively in the financial year under review.

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

### **REPORT ON THE FINANCIAL STATEMENTS**

#### **Opinion**

I have audited the accompanying financial statements of the State Department for Post Training and Skills Development set out on pages 1 to 24, which comprise of the

statement of financial assets and financial liabilities as at 31 March, 2023, and the statement of receipts and payments, statement of cash flows and statement of comparison of budget and actual amounts for the period 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 was necessary for the purpose of the audit.

In my opinion, the financial statements present fairly, in all material respects, the financial position of the State Department for Post Training and Skills Development as at 31 March, 2023 and of its financial performance and its cash flows for the period then ended, in accordance with International Public Sector Accounting Standards (Cash Basis) and comply with the Public Finance Management Act, 2012.

### **Basis for Opinion**

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAIs). I am independent of the State Department for Post Training and Skills Development Management in accordance with ISSAI 130 on the Code of Ethics. I have fulfilled other ethical responsibilities in accordance with the ISSAI and in accordance with other ethical requirements applicable to performing audits of financial statements in Kenya. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my 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. There were no key audit matters to report in the year under review.

### **Other Matter**

### **Unresolved Prior Year Matters**

In the audit report of the previous year, several paragraphs were raised that remained unresolved as at 31 March, 2023. However, Management did not provide satisfactory explanations for the delay in resolving the issues.

## **REPORT ON LAWFULNESS AND EFFECTIVENESS IN USE OF PUBLIC RESOURCES**

### **Conclusion**

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

## **Basis for Conclusion**

### **Irregular Advance Payments**

As reported in the previous year, the State Department made advance payments amounting to Kshs.8,080,000 to a motor vehicle dealer for the purchase of motor vehicles, which had not been delivered as at 30 June, 2022. Review of the status and progress made, revealed that the motor vehicles had not been delivered as at the time of audit in December, 2023. Management explained that a request for a refund of the deposit from the dealer has been made which has also not been received.

In the circumstances, the propriety and value for money obtained from the advance payment of Kshs.8,080,000, could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions (ISSAI) 4000. The Standard requires that I comply with ethical requirements and plan and perform the audit to obtain assurance about whether the activities, financial transactions and information reflected in the financial statements comply, in all material respects, with the authorities that govern them. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

## **REPORT ON THE EFFECTIVENESS OF INTERNAL CONTROLS, RISK MANAGEMENT AND GOVERNANCE**

### **Conclusion**

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

## **Basis for Conclusion**

### **Assets Management**

During the year under review, a motor vehicle registration no. GK B386W was taken to M/s CMC Motors Group Limited for repairs after it was involved in an accident in May, 2022. However, no accident report was provided to ascertain the cause of the accident. Further, a visit to the garage on 11 December, 2023 revealed that although the dealer raised a quotation for repair of the vehicle totalling Kshs.764,444, the motor vehicle has not been repaired, about one and a half years since it was taken to the garage. The vehicle is exposed to vagaries of weather and vandalism or theft of parts.

In the circumstances, the existence of effective internal controls on management of assets could not be confirmed.

The audit was conducted in accordance with the International Standards for Supreme Audit Institutions ISSAI 2315 and ISSAI 2330. The Standards require that I plan and perform the audit to obtain assurance about whether effective processes and systems of internal controls, risk management, and overall governance were operating effectively, in all material respects. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my conclusion.

### **Responsibilities of the Management and those Charged with Governance**

The Management is responsible for the preparation and fair presentation of these financial statements in accordance with International Public Sector Accounting Standards (Cash Basis) and for maintaining effective internal controls as the Management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error and for its assessment of the effectiveness of internal controls, risk management and governance.

In preparing the financial statements, the Management is responsible for assessing the State Department's ability to continue to sustain its services, disclosing, as applicable, matters related to sustainability of services and using applicable basis of accounting unless Management is aware of the intention to terminate the State Department or to cease operations.

The Management is also responsible for the submission of the financial statements to the Auditor-General in accordance with the provisions of Section 47 of the Public Audit Act, 2015.

In addition to the responsibility for the preparation and presentation of the financial statements described above, the Management is also responsible for ensuring that the activities, financial transactions and information reflected in the financial statements comply with the authorities which govern them and that public resources are applied in an effective way.

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

### **Auditor-General's Responsibilities for the Audit**

The audit objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion in accordance with the provisions of Section 48 of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISSAIs will always detect a material misstatement and weakness when it exists. Misstatements can arise from fraud

or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

In addition to the audit of the financial statements, a compliance audit is planned and performed to express a conclusion about whether, in all material respects, the activities, financial transactions and information reflected in the financial statements are in compliance with the authorities that govern them and that public resources are applied in an effective way, in accordance with the provisions of Article 229(6) of the Constitution and submit the audit report in compliance with Article 229(7) of the Constitution.

Further, in planning and performing the audit of the financial statements and audit of compliance, I consider internal controls in order to give an assurance on the effectiveness of internal controls, risk management and overall governance processes and systems in accordance with the provisions of Section 7(1)(a) of the Public Audit Act, 2015 and submit the audit report in compliance with Article 229(7) of the Constitution. My consideration of the internal controls would not necessarily disclose all matters in the internal control that might be material weaknesses under the ISSAIs. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements caused by error or fraud in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions.

Because of its inherent limitations, internal controls may not prevent or detect misstatements and instances of noncompliance. Also, projections of any evaluation of effectiveness to future periods are subject to the risk that controls may become inadequate because of changes in conditions, or that the degree of compliance with the policies and procedures may deteriorate.

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

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- 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 applicable 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 State Department's ability to continue to sustain its services. If I conclude that a material

uncertainty exists, I am required to draw attention in the auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my audit report. However, future events or conditions may cause the State Department to cease to continue to sustain its services.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosure 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 and business activities of the State Department to express an opinion on the financial statements.
- Perform such other procedures as I consider necessary in the circumstances.

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

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

  
FCPA Nancy Gathungu, CBS  
**AUDITOR-GENERAL**

**Nairobi**

**19 January, 2024**



STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

11. Statement of receipts and payments for the nine months, period ending 31<sup>st</sup> March 2023

	Note	2022- 2023	2021- 2022
		Kshs	Kshs
<b>RECEIPTS</b>			
Transfers from National Treasury	1	126,846,423	222,838,268
<b>TOTAL REVENUES</b>		<b>126,846,423</b>	<b>222,838,268</b>
<b>PAYMENTS</b>			
Compensation of Employees	2	55,570,852	78,569,037
Use of goods and services	3	63,201,364	115,902,975
Social Security Benefits	4	7,997,745	337,500
Acquisition of Assets	5	-	22,870,170
<b>TOTAL PAYMENTS</b>		<b>126,769,962</b>	<b>217,679,682</b>
<b>SURPLUS/DEFICIT</b>		<b>76,462</b>	<b>5,158,586</b>

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The State Department for Post Training and Skills Development financial statements were approved on 29/9/ 2023 and signed by:



Accounting Officer  
 Shadrack M. Mwadime, EBS



Head of Accounting Unit  
 CPA Milly Eve Akoth  
 ICPAK Member No. 20112

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

12. Statement Of Financial assets And Financial liabilities As At 31<sup>st</sup> March 2023

	Note	2022- 2023	2021- 2022
		Kshs	Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	6A	22,462	5,634,061
Cash Balances	6B	-	-
<b>Total Cash and Cash Equivalents</b>		<b>22,462</b>	<b>5,634,061</b>
Accounts Receivables - Outstanding Imprest and Clearance Accounts	7	54,000	214,525
<b>TOTAL FINANCIAL ASSETS</b>		<b>76,462</b>	<b>5,848,586</b>
<b>LESS: FINANCIAL LIABILITIES</b>			
Accounts Payables - Deposits	8	-	690,000
<b>NET FINANCIAL ASSETS</b>		<b>76,462</b>	<b>5,158,586</b>
<b>REPRESENTED BY</b>			
Fund balance b/fwd	9	5,158,586	115,252
Prior year adjustments	10	(5,158,586)	(115,252)
Surplus/Deficit for the period		76,462	5,158,586
<b>NET FINANCIAL POSSITION</b>		<b>76,462</b>	<b>5,158,586</b>

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The State Department for Post Training and Skills Development financial statements were approved on 29/9/2023 and signed by:



Accounting Officer  
 Shadrack M. Mwandime, EBS



Head of Accounting Unit  
 CPA Milly Eve Akoth  
 ICPAK Member No. 20112

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

13. Statement of Cash Flows For The nine months, period ending 31<sup>st</sup> March 2023

	Note	2022- 2023 Kshs	2021- 2022 Kshs
<b>CASH FLOW FROM OPERATING ACTIVITIES</b>			
<b>Receipts for operating income</b>			
Transfers from National Treasury	1	126,846,423	222,838,268
		<b>126,846,423</b>	<b>222,838,268</b>
<b>Payments for operating expenses</b>			
Compensation of Employees	2	55,570,852	78,569,037
Use of goods and services	3	63,201,364	115,902,975
Social Security Benefits	4	7,997,745	337,500
		<b>126,769,962</b>	<b>194,809,512</b>
<b>Adjusted for:</b>			
Prior Year Adjustments	10	(5,158,586)	(115,252)
Decrease/(Increase) in Accounts receivable: (outstanding imprest)	11	160,525	(140,150)
Increase/(Decrease) in Accounts Payable: (deposits and retention)	12	(690,000)	-
		<b>(5,611,599)</b>	<b>27,773,354</b>
<b>CASHFLOW FROM INVESTING ACTIVITIES</b>			
Acquisition of Assets	5	-	(22,870,170)
		<b>-</b>	<b>(22,870,170)</b>
<b>CASHFLOW FROM BORROWING ACTIVITIES</b>			
		<b>-</b>	<b>-</b>
<b>NET INCREASE IN CASH AND CASH EQUIVALENT</b>			
		<b>(5,611,599)</b>	<b>4,903,184</b>
Cash and cash equivalent at BEGINNING of the year	6A+6B	5,634,061	730,877
Cash and cash equivalent at END of the period	6A+6B	22,462	5,634,061

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

The accounting policies and explanatory notes to these financial statements form an integral part of the financial statements. The State Department for Post Training and Skills Development financial statements were approved on 29/9/ 2023 and signed by:



**Accounting Officer**  
**Shadrack M. Mwadime, EBS**



**Head of Accounting Unit**  
**CPA Milly Eve Akoth**  
**ICPAK Member No. 20112**

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

14. Statement of Comparison of Budget and Actual Amounts for FY22/23

Revenue/Expense Item	Original Budget a	Adjustments b	Final Budget e=a+b	Actual on Comparable Basis d	Budget Utilisation Difference e=c-d	% of Utilisation Difference to Final Budget f=d/c %
<b>RECEIPTS</b>						
Proceeds from Domestic and Foreign Grants	40,000,000	(40,000,000)	-	-	-	0%
Exchequer releases	316,600,000	(187,237,452)	129,362,548	126,846,423	2,516,125	98%
<b>Total Receipts</b>	<b>356,600,000</b>	<b>(227,237,452)</b>	<b>129,362,548</b>	<b>126,846,423</b>	<b>2,516,125</b>	<b>98%</b>
<b>Payments</b>						
Compensation of Employees	83,000,000	(27,429,147)	55,570,853	55,570,852	1	100%
Use of goods and services	214,550,000	(148,756,050)	65,793,950	63,201,364	2,592,586	96%
Social Security Benefits	9,050,000	(1,052,255)	7,997,745	7,997,745	0.05	100%
Acquisition of Assets	50,000,000	(50,000,000)	-	-	-	0%
<b>Grand Total</b>	<b>356,600,000</b>	<b>(227,237,452)</b>	<b>129,362,548</b>	<b>126,769,962</b>	<b>2,592,586</b>	<b>98%</b>
<b>Surplus/Deficit</b>	-	-	-	<b>76,462</b>	<b>(76,462)</b>	

The State Department for Post Training and Skills Development's financial statements were approved on 29/9/2023 and

signed by:



Accounting Officer  
Shadrack M. Mwadime, EBS



Head of Accounting Unit  
CPA Milly Eve Akoth  
ICPAK Member No. 20112

**STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT**  
**Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023**

**14(a) Summary Statement of Appropriation: Recurrent for FY2022/23**

Revenue/Expense Item	Original Budget a	Adjustments b	Final Budget c=a+b	Actual on Comparable Basis d	Budget Utilisation Difference e=d-c	% of Utilisation Difference to Final Budget f=d/c %
<b>RECEIPTS</b>						
Exchequer releases	283,600,000	(154,237,452)	129,362,548	126,846,423	2,516,125	98%
<b>Total Receipts</b>	<b>283,600,000</b>	<b>(154,237,452)</b>	<b>129,362,548</b>	<b>126,846,423</b>	<b>2,516,125</b>	<b>98%</b>
<b>PAYMENTS</b>						
Compensation of Employees	83,000,000	(27,429,147)	55,570,853	55,570,852	1	100%
Use of goods and services	166,550,000	(100,756,050)	65,793,950	63,201,364	2,592,586	96%
Social Security Benefits	9,050,000	(1,052,255)	7,997,745	7,997,745	0	100%
Acquisition of Assets	25,000,000	(25,000,000)	-	-	-	0%
<b>Grand Total</b>	<b>283,600,000</b>	<b>(154,237,452)</b>	<b>129,362,548</b>	<b>126,769,962</b>	<b>2,592,586</b>	<b>98%</b>
<b>Surplus/Deficit</b>	-	-	-	<b>76,462</b>	<b>(76,462)</b>	

The State Department for Post Training and Skills Development's financial statements were approved on 29/9/2023 and signed by:



**Accounting Officer**  
**Shadrack M. Mwadime, EBS**



**Head of Accounting Unit**  
**CPA Milly Eve Akoth**  
**ICPAK Member No. 20112**

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

14 (b) Summary Statement of Appropriation: Development for FY2022/23

Revenue/Expense Item	Original Budget	Adjustments	Final Budget	Actual on Comparable Basis	Budget Utilisation Difference	% of Utilisation
	a	b	c=a+b	d	e=c-d	f=d/c %
<b>RECEIPTS</b>						
Proceeds from Domestic and Foreign Grants	40,000,000	(40,000,000)	-	-	-	0%
Exchequer releases	33,000,000	(33,000,000)	-	-	-	0%
<b>Total Receipts</b>	<b>73,000,000</b>	<b>(73,000,000)</b>	-	-	-	<b>0%</b>
<b>Payments</b>						
Use of goods and services	48,000,000	(48,000,000)	-	-	-	0%
Acquisition of Assets	25,000,000	(25,000,000)	-	-	-	0%
<b>Grand Total</b>	<b>73,000,000</b>	<b>(73,000,000)</b>	-	-	-	<b>0%</b>
<b>Surplus/Deficit</b>	-	-	-	-	-	

The State Department for Post Training and Skills Development's financial statements were approved on 29/9/ 2023 and signed by:



Accounting Officer  
 Shadrack M. Mwadime, EBS



Head of Accounting Unit  
 CPA Milly Eve Akoth  
 ICPAK Member No. 20112

14(c) Budget Execution by Programmes and Sub-Programmes for FY2022/23

Programme/Sub-programme	Final Budget 2023 Kshs	Actual on comparable basis Date, 2023 Kshs	Budget utilization difference Kshs
<b>General Administration, Planning and Support Services</b>	<b>84,393,096</b>	<b>83,558,891</b>	<b>834,206</b>
Sub-programme 1: Headquarters Administrative Services	62,653,690	62,353,690	300,000
508030000	16,787,921	16,293,742	494,179
508040000	4,951,485	4,911,458	40,027
<b>512000000</b>	<b>37,192,059</b>	<b>35,813,247</b>	<b>1,378,812</b>
Sub-programme 1:512010000	15,133,078	14,717,166	415,912
Sub-programme 2:512020000	22,058,981	21,096,081	962,900
<b>513000000</b>	<b>7,777,393</b>	<b>7,397,824</b>	<b>379,569</b>
Sub-programme 1:513010000	6,043,038	5,964,538	78,500
Sub-programme 2:513020000	1,734,355	1,433,286	301,069
<b>TOTAL</b>	<b>129,362,548</b>	<b>126,769,962</b>	<b>2,592,586</b>

The State Department for Post Training and Skills Development's financial statements were approved on 29/9/ 2023 and signed by:



Accounting Officer  
 Shadrack M. Mwadime, EBS



Head of Accounting Unit  
 CPA Milly Eve Akoth  
 ICPAK Member No. 20112



## **15. Notes to the Financial Statements**

### **1. Statement of Ccompliances and Basis of Preparation**

The financial statements have been prepared in accordance with Cash-basis International Public Sector Accounting Standards (IPSAS) as prescribed by the Public Sector Accounting Standards Board (PSASB) and set out in the accounting policy note below. This cash basis of accounting has been supplemented with accounting for; a) receivables that include imprests and salary advances and b) payables that include deposits and retentions. The financial statements comply with and conform to the form of presentation prescribed by the PSASB. The accounting policies adopted have been consistently applied to all the years presented.

### **2. Reporting**

The financial statements are for the **State Department for Post Training and Skills Development**. The financial statements encompass the reporting as specified under Section 81 of the PFM Act 2012 .

### **3. Reporting Currency**

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

**Significant Accounting Policies**

The accounting policies set out in this section have been consistently applied by State Department for Post Training and Skills Development for all the years presented.

**a) Recognition of Receipts**

The State Department for Post Training and Skills Development recognises all receipts from the various sources when the event occurs, and the related cash has been received.

**(i) Transfers from the Exchequer**

Transfers from the exchequer are recognized in the books of accounts when cash is received. Cash is considered as received when payment instruction is issued to the bank and notified to the receiving State Department for Post Training and Skills Development .

**(ii) External Assistance**

External assistance is received through grants and loans from multilateral and bilateral development partners. Grants and loans shall be recognized in the books of accounts when cash is received. Cash is considered as received when a payment advice is received by the recipient State Department for Post Training and Skills Development or by the beneficiary. In case of grant/loan in kind, such grants are recorded upon receipt of the grant item and upon determination of the value. The date of the transaction is the value date indicated on the payment advice. A similar recognition criteria is applied for loans received in the form of a direct payment. During the nine months, period ending 31<sup>st</sup> March 2023, there were no instances of non-compliance with terms and conditions which have resulted in cancellation of external assistance loans.

**(iii) Miscellaneous receipts**

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

**Significant Accounting Policies (Continued)**

**b) Recognition of payments**

The State Department for Post Training and Skills Development recognises all payments when the event occurs, and the related cash has been paid out.

**i) Compensation of Employees**

Salaries and wages, allowances, statutory contribution for employees are recognized in the period when the compensation is paid.

**ii) Use of Goods and Services**

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

**iii) Interest on Borrowing**

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

**iv) Principal on borrowing**

The repayment of principal amount of borrowing is recognized as payment in the period in which the repayment is made.

**v) Acquisition of Fixed Assets**

The payment on acquisition of property plant and equipment items is not capitalized. The cost of acquisition and proceeds from disposal of these items are treated as payments and receipts items respectively. Where an asset is acquired in a non-exchange transaction for nil or nominal consideration and the fair value of the asset can be reliably established, a contra transaction is recorded as receipt and as a payment. A fixed asset register is maintained and a summary provided for purposes of consolidation. *This summary is disclosed as an annexure (Annex 4) to the financial statements.*

**Significant Accounting Policies (Continued)**

**vi) In-kind contributions**

In-kind contributions are donations that are made to the State Department for Post Training and Skills Development 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 State Department for Post Training and Skills Development such value in the statement of receipts and payments both as receipts and as payments in equal and opposite amounts; otherwise, the contribution is not recorded.

**vii) Third Party Payments**

Included in the receipts and payments, are payments made on the State Department for Post Training and Skills Developments behalf to third parties in form of loans and grants. These payments do not constitute cash receipts and payments and are disclosed in the payment to third parties in the statement of receipts and payments as proceeds from foreign borrowings or grants.

**e) 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 period. A bank account register is maintained, and a summary provided for purposes of consolidation. *This summary is disclosed as an annexure to the financial statements.*

**Restriction on Cash**

Restricted cash represents amounts that are limited/restricted from being used to settle a liability for at least twelve months after the reporting period. This cash is limited for direct use as required by stipulation. Amounts maintained in deposit bank accounts are restricted for use in refunding third party deposits and retentions. As of 31<sup>st</sup> March 2023, there was nil balance in the deposit account as all refunds had been paid.

**Significant Accounting Policies (Continued)**

**d) Imprests and advances**

For the purposes of these financial statements, imprests and advances to authorised public officers and/or institutions which were not surrendered or accounted for at the end of the financial year are treated as receivables. This is in recognition of the government practice where the imprest payments are recognized as payments when fully accounted for by the imprest or Authority to Incur Expenditure (AIE) holders. This is an enhancement to the cash accounting policy. Other accounts receivables are disclosed in the financial statements.

**e) Third party deposits and retention**

For the purposes of these financial statements, deposits and retentions held on behalf of third parties have been recognized on an accrual basis (as accounts payables). This is in recognition of the government practice of retaining a portion of contracted services and works pending fulfilment of obligations by the contractor and to hold deposits on behalf of third parties. This is an enhancement to the cash accounting policy adopted for National Government Ministries and Agencies. Other liabilities including pending bills are disclosed in the financial statements.

**f) 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. 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.

**g) Budget**

The budget is developed on a comparable accounting basis (cash basis except for imprest and deposits and retentions, which are accounted for on an accrual basis), the same accounts classification basis, and for the same period as the financial statements. The original budget was approved by Parliament in *June 2022 for the period 1<sup>st</sup> July 2022 to 30<sup>th</sup> June 2023* as required by Law and there were 2 number of supplementary adjustments to the original budget during the year.

A comparison of the actual performance against the comparable budget for the financial year under review has been included in the financial statements. Government Development Projects are budgeted for under the MDAs but receive budgeted funds as transfers and account for them separately. These transfers are recognised as inter-department transfers.

**h) Comparative Figures**

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

**i) Subsequent Events**

There have been no events after the period end with a significant impact on the financial statements for the nine months, period ending 31<sup>st</sup> March 2023.

**j) Prior Period Adjustment**

During the year, errors that have been corrected are disclosed *under note 14* explaining the nature and amounts.

**k) Related Party Transactions**

Related party means parties are related if one party has the ability to:

- a) Control the other party or
- b) Exercise significant influence over the other party in making financial and operational decisions, or if the related party and another are subject to common control.

Related party transaction is a transfer of resources or obligations between related parties regardless of whether a price is charged.

**Significant Accounting Policies (Continued)**

**1) Contingent Liabilities**

A contingent liability is:

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

Some of contingent liabilities may arise from: litigation in progress, guarantees, indemnities. Letters of comfort/ support, insurance, Public Private Partnerships, The State Department for Post Training and Skills Development does not recognize a contingent liability but discloses details of any contingencies in the notes to the financial statements unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

**Notes to the Financial Statements**

**1 Exchequer releases**

The following are the amounts transferred from the exchequer to the State Department on a quarterly basis:

Description	2022- 2023	2021- 2022
	Kshs	Kshs
Total Exchequer Releases for quarter 1	51,382,048	37,780,467
Total Exchequer Releases for quarter 2	43,123,435	50,195,171
Total Exchequer Releases for quarter 3	32,340,940	37,166,491
Total Exchequer Releases for quarter 4	-----	97,696,139
<b>TOTAL</b>	<b>126,846,423</b>	<b>222,838,268</b>

Executive order no. 1 of 2023 transferred the functions of the department to the State Department for Labour and Skills Development.

**2 Compensation to Employees**

Compensation of employees comprise of remuneration paid to employees in return for the work done. It includes sound contributions made by the State Department on behalf of its employees.

	2022- 2023	2021- 2022
	Kshs	Kshs
Basic salaries of permanent employees	36,757,978	53,139,057
Personal allowances paid as part of salary	18,812,875	25,429,981
<b>TOTAL</b>	<b>55,570,852</b>	<b>78,569,037</b>

**3 Use of goods and Services**

These comprise the total value of goods and services consumed



STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

	2022- 2023	2021- 2022
	Kshs	Kshs
Utilities, supplies and services	-	872,047
Communication, supplies and services	588,238	3,768,329
Domestic travel and subsistence	21,358,242	22,336,408
Foreign travel and subsistence	3,000,937	5,162,879
Printing, advertising and information supplies & services	30,840	3,334,838
Rentals of produced assets	6,564,672	8,686,430
Training expenses	17,357,181	38,925,956
Hospitality supplies and services	9,113,862	11,945,197
Specialised materials and services	-	706,228
Office and general supplies and services	781,000	3,596,306
Other operating expenses	3,735,808	12,780,504
Routine maintenance – vehicles and other transport equipment	231,335	368,390
Routine maintenance – other assets	-	218,600
Fuel Oil and Lubricants	439,249	3,200,864
<b>TOTAL</b>	<b>63,201,364</b>	<b>115,902,975</b>

There were no further activities carried out once the department was merged under the executive order no. 1 of January 2023

#### 4 Social Security Benefits

	2022- 2023	2021- 2022
	Kshs	Kshs
Government pension and retirement benefits	7,997,745	337,500
<b>TOTAL</b>	<b>7,997,745</b>	<b>337,500</b>

Social Security benefits relate to pension and retirement benefits for the former Principal Secretary of the former State Department.

#### 5 Acquisition of Assets

These represent payments made to acquire property, plant and equipment during the year; which have been fully expended in the year of purchase in line with the accounting policies.

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

	2022- 2023	2021- 2022
	Kshs	Kshs
<b>Non-Financial Assets</b>		
Refurbishment of Buildings	-	34,300
Purchase of Vehicles and Other Transport Equipment	-	8,080,000
Purchase of Specialised Plant, Equipment and Machinery	-	14,755,870
<b>TOTAL</b>	-	<b>22,870,170</b>

There were no further activities carried out once the department was merged under the executive order no. 1 of January 2023

**6.A: Cash and Bank Accounts**

Name of Bank, Account No. & currency	Amount in bank account currency	Indicate whether recurrent, Development, deposit e.t.c	Exc rate (if in foreign currency)	2022-2023	2021-2022
				Kshs	Kshs
<i>REC-State Department for Post Training CBK A/C 1000385693</i>	Kshs	Recurrent	-	22,462	4,944,061
<i>DEP-State Department for Post Training CBK A/C 1000509902</i>	Kshs	Deposit	-	-	690,000
<b>Total</b>				<b>22,462</b>	<b>5,634,061</b>

**6.B: Cash on hand**

Description	2022-2023	2021-2022
	Kshs	Kshs

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

Cash in Hand – Held in domestic currency	-	-
Cash in Hand – Held in foreign currency	-	-
<b>Total</b>	-	-

This was no cash balance at the end of the financial year.

**7: Outstanding Imprests and Advances**

<i>Description</i>	2022- 2023	2021- 2022
	Kshs	Kshs
Government Imprests	54,000	214,525
<b>TOTAL</b>	<b>54,000</b>	<b>214,525</b>

**8.Accounts Payable**

	2022- 2023	2021- 2022
	Kshs	Kshs
Deposits	-	690,000
<b>TOTAL</b>	<b>-</b>	<b>690,000</b>

**9.Fund Balance Brought Forward**

	2022- 2023	2021- 2022
	Kshs	Kshs
Bank accounts	5,634,061	730,877
Cash in hand	-	-
Receivables - Outstanding Imprests	214,525	74,375
Payables - Deposits	(690,000)	(690,000)
<b>TOTAL</b>	<b>5,158,586</b>	<b>115,252</b>

These are the fund balances that were brought forward from FY 2021/22. The bank balances were however remitted back by exchequer.

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

**10. Prior Year Adjustments**

	Balance b/f FY 2022/2023 as per Financial statements	Adjustments	Adjusted Balance b/f FY 2022/2023
Description of the error	Kshs	Kshs	Kshs
Bank account Balances	5,634,061	(4,944,061)	690,000
Accounts Payables	(690,000)	-	(690,000)
Receivables	214,525	(214,525)	-
	<b>5,158,586</b>	<b>(5,158,586)</b>	-

**11. (Increase)/ Decrease in Advances and Imprests**

Description	2022- 2023	2021- 2022
	Kshs	Kshs
Receivables As At 1 <sup>st</sup> July (A)	214,525	74,375
Receivables As At 31 <sup>st</sup> March (B)	54,000	214,525
(Increase)/ Decrease in Receivables (C=(B-A))	<b>160,525</b>	<b>(140,150)</b>

**12. Increase/ (Decrease) in Retention and Third-Party Deposits**

Description	2022- 2023	2021- 2022
	Kshs	Kshs
Payables As At 1 <sup>st</sup> July	690,000	690,000
Payables As At 31 <sup>st</sup> March	-	690,000
Increase/ (Decrease) In Payables	<b>(690,000)</b>	-

**13. Related Party Disclosures**

The following comprise of related parties to the State Department for Post Training and Skills Development Key management personnel that include the Cabinet Secretaries and Accounting Officers

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

- i) Other Ministries Departments and Agencies and Development Projects;
- ii) County Governments; and
- iii) State Corporations and Semi-Autonomous Government Agencies

**Other Important Disclosures**

**14 Contingent Liabilities**

None during the year

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

*Notes to the Financial Statements (Continued)*


**15 Progress on follow up of Prior Years Auditor-General's recommendations.**


The following is the summary of issues raised by the Auditor-General during the prior year and management comments that were provided.

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
30.06.2022	Irregular payment in advance in purchase of a motor vehicle	The supplier indicated the delivery of the vehicle would not be possible due to depreciating KShs. Vis a vis the US Dollar. The State Department of Labour and Skills Development vide MOL/5/1/VOL.11/(40) has initiated the process of refund of the funds.	Not resolved	22/03/2023
30.06.2022	Inaccuracies in the financial statements	The HAU of the former State Department for PTSD sent a reconciliation of the variances highlighted to the office of AOG with no response, he	Not resolved	22/03/2023

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

Reference No. on the external audit Report	Issue / Observations from Auditor	Management comments	Status: (Resolved / Not Resolved)	Timeframe: (Put a date when you expect the issue to be resolved)
		further wrote to National Treasury on 15/01/2023 for the confirmation of the same variances. No response has been received.		

  
 Accounting Officer  
 Shadrack M. Mwadime, EBS

  
 Head of Accounting Unit  
 CPA Milly Eve Akoth  
 ICPAK Member No. 20112



Annex 1 - Analysis of Pending Accounts Payable

**Annex 2 - Analysis of Pending Staff Payables**

None During the year

**Annex 3 - Analysis of Other Pending Payables-**

None during the year

STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT  
 Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023

**Annex 4 – Summary of Fixed Asset Register**

Asset class	Historical Cost b/f	Additions during the year	Disposals during the year	Historical Cost c/f
	(Kshs)	(Kshs)	(Kshs)	(Kshs)
Land	-	-	-	-
Buildings and structures	7,874,475	-		7,874,475
Transport equipment	22,190,923	-		22,190,923
Office equipment, furniture and fittings	11,881,299	-		11,881,299
ICT Equipment, Software and Other ICT Assets	14,755,870	-		14,755,870
Other Machinery and Equipment	-	-		-
Heritage and cultural assets	-	-		-
Intangible assets	360,000			360,000
<b>Total</b>	<b>57,062,567</b>	<b>-</b>	<b>-</b>	<b>57,062,567</b>

*(NB: The balance as at the end of the year is the cumulative cost of all assets bought and inherited by the Ministry, Department or Agency. Additions during the year should tie to note 9 on acquisition of assets during the year. Ensure this section is complete and covers all the STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT's assets. Ensure the complete fixed asset register is separately prepared as per circular number 5/2020 and follow up reminder of circular No.23/2020 of The National Treasury*

**Annex 7 – Contingent Liabilities Register**

None during the year

*STATE DEPARTMENT FOR POST TRAINING AND SKILLS DEVELOPMENT*  
*Report and Financial Statements for the nine months, period ending 31<sup>st</sup> March 2023*

---

**Annex 8: Reporting of Climate Relevant Expenditures-None**

**Annex 9: Disaster Expenditure Reporting Template-None**



### Trial Balance Comparison Report

Entity: 1068-State Department for Post Training and Skills Development

Current Period: JUL-22 To JUN-23

Compare With: JUL-21 To ADJ2-22

Account No and Description	Current Period		Previous period	
	Debit Balance Kshs	Credit Balance Kshs	Debit Balance Kshs	Credit Balance Kshs
1110107 Intercompany Receivables	0.00	0.00	0.00	0.00
1110100 Receipt of Income Tax from Individuals	0.00	0.00	0.00	0.00
1110000 Taxes on Income, Profits and Capital Gains	0.00	0.00	0.00	0.00
2110101 Basic Salaries - Civil Service	36,757,977.80	0.00	53,139,056.65	0.00
2110100 Basic Salaries - Permanent Employees	36,757,977.80	0.00	53,139,056.65	0.00
2110301 House Allowance	13,206,364.90	0.00	17,460,803.80	0.00
2110312 Responsibility Allowance	107,500.00	0.00	295,500.00	0.00
2110313 Entertainment Allowance	585,000.00	0.00	1,440,000.00	0.00
2110314 Transport Allowance	4,080,609.65	0.00	4,161,676.90	0.00
2110315 Extreneous Allowance	540,000.00	0.00	1,460,000.00	0.00
2110317 Domestic Servant Allowance	140,400.00	0.00	360,000.00	0.00
2110320 Leave Allowance	153,000.00	0.00	252,000.00	0.00
2110327 Ministerial Allowance	0.00	0.00	0.00	0.00
2110300 Personal Allowances paid as part of Salary	18,812,874.55	0.00	25,429,980.70	0.00
2110000 Wages and Salary Contributions	<b>55,570,852.35</b>	<b>0.00</b>	<b>78,569,037.35</b>	<b>0.00</b>
2210101 Electricity	0.00	0.00	852,547.05	0.00
2210102 Water and Sewerage Charges	0.00	0.00	19,500.00	0.00
2210100 Utilities, Supplies and Services	0.00	0.00	872,047.05	0.00
2210201 Telephone, Telex, Facsimile and Mobile Phone Services	588,238.40	0.00	3,403,678.75	0.00
2210202 Internet Connections	0.00	0.00	355,200.00	0.00
2210203 Courier & Postal Services	0.00	0.00	9,450.00	0.00
2210200 Communication, Supplies and Services	588,238.40	0.00	3,768,328.75	0.00
2210301 Travel Costs (airlines, bus, railway, mileage allowances, etc.)	6,867,933.30	0.00	6,915,426.00	0.00
2210302 Accommodation - Domestic Travel	6,565,300.05	0.00	8,186,117.10	0.00
2210303 Daily Subsistence Allowance	7,533,348.65	0.00	6,688,750.00	0.00
2210304 Sundry Items (e.g. airport tax, taxis, etc?)	144,100.00	0.00	204,400.00	0.00
2210307 Passage & Transfer Expenses	247,560.00	0.00	341,715.00	0.00
210300 Domestic Travel and Subsistence, and Other Transportation Costs	21,358,242.00	0.00	22,336,408.10	0.00
210401 Travel Costs (airlines, bus, railway, etc.)	1,373,605.00	0.00	1,967,012.00	0.00
210402 Accommodation	1,627,332.00	0.00	3,195,866.75	0.00
210403 Daily Subsistence Allowance	0.00	0.00	0.00	0.00
210400 Foreign Travel and Subsistence, and other transportation costs	3,000,937.00	0.00	5,162,878.75	0.00
2210502 Publishing & Printing Services	30,840.00	0.00	757,982.50	0.00
210503 Subscriptions to Newspapers, Magazines and Periodicals	0.00	0.00	161,600.00	0.00
210504 Advertising, Awareness and Publicity Campaigns	0.00	0.00	475,440.00	0.00
2210505 Trade Shows and Exhibitions	0.00	0.00	1,939,815.00	0.00
210500 Printing, Advertising and Information supplies and Services	30,840.00	0.00	3,334,837.50	0.00
210503 Rents and Rates - Non-Residential	6,564,672.00	0.00	8,686,430.20	0.00
2210500 Rentals of Produced Assets	6,564,672.00	0.00	8,686,430.20	0.00
2210701 Travel Allowance	2,958,468.00	0.00	11,352,783.00	0.00
210702 Remuneration of Instructors and Contract Based Training Services	1,099,700.00	0.00	2,190,400.00	0.00
2210703 Production and Printing of Training Materials	546,500.00	0.00	1,339,789.50	0.00
210704 Hire of Training Facilities and Equipment	110,000.00	0.00	320,390.00	0.00
210708 Trainer Allowance	1,956,760.00	0.00	3,987,200.00	0.00
2210710 Accommodation Allowance	215,000.00	0.00	234,021.00	0.00
2210711 Tuition Fees Allowance	2,050,193.00	0.00	3,809,924.00	0.00
210712 Trainee Allowance	8,420,560.00	0.00	15,691,448.00	0.00
210799 Training Expenses - Other (Bud	0.00	0.00	0.00	0.00
210700 Training Expenses	17,357,181.00	0.00	38,925,955.50	0.00
2210801 Catering Services (receptions),	4,847,895.00	0.00	5,820,500.00	0.00





**Annex 10- Reports Generated from IFMIS**

The following financial Reports Generated from IFMIS should be generated and attached as appendices to these financial statements.

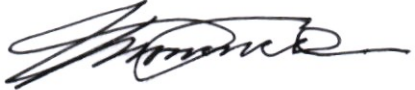
- i. GOK IFMIS Comparison Trial Balance
- ii. FO30 (Bank reconciliations) for all bank accounts
- iii. GOK IFMIS Receipts and Payments Statement
- iv. GOK IFMIS Statement of Financial Position
- v. GOK IFMIS Statement of Cash Flows
- vi. GOK IFMIS Notes to the Financial Statements
- vii. GOK IFMIS Statement of Budget Execution
- viii. GOK IFMIS Statement of Deposits
- ix. GOK IFMIS Budget Execution by Programme and Economic Classification
- x. GOK IFMIS Budget Execution by Heads and Programmes
- xi. GOK IFMIS Budget Execution by Programmes and Sub-programmes



Account No and Description	Current Period		Previous period	
	Debit Balance	Credit Balance	Debit Balance	Credit Balance
10103 Salary advance	0.00	0.00	214,525.10	0.00
10100 Debtors & Advances - Employees	0.00	0.00	214,525.10	0.00
6710000 Domestic Debtors & Advances	0.00	0.00	214,525.10	0.00
6740101 Prepayment	0.00	0.00	0.00	0.00
6740102 R/D Cheques	0.00	0.00	0.00	0.00
6740100 Other Debtors & Pre-payments	0.00	0.00	0.00	0.00
6740000 Other Debtors & Pre-payments	0.00	0.00	0.00	0.00
6760101 Standing Imprests	0.00	0.00	0.00	0.00
6760103 Temporary Imprests	54,000.00	0.00	0.00	0.00
6760100 Imprests	54,000.00	0.00	0.00	0.00
6760000 Government Imprests	54,000.00	0.00	0.00	0.00
6790102 Receiving Inventory A/C	0.00	0.00	115,500.00	0.00
6790100 Other Current System A/cs	0.00	0.00	115,500.00	0.00
6790000 Other Current Assets (System r	0.00	0.00	115,500.00	0.00
7320101 PAYE	0.00	0.00	0.00	0.00
7320102 NHIF	0.00	0.00	0.00	0.00
7320103 House Rent	0.00	0.00	0.00	0.00
7320106 NSSF	0.00	0.00	0.00	0.00
7320107 Co-operatives	0.00	0.00	0.00	0.00
7320108 Insurances	0.00	0.20	0.00	0.00
7320110 Court Attachments	0.00	0.00	0.00	0.00
7320111 WCPS	0.00	0.00	0.00	0.00
7320112 Staff Welfare Associations	0.00	0.00	0.00	0.00
7320113 HELB Deductions	0.00	0.00	0.00	0.00
7320114 Union Dues	0.00	0.00	0.00	0.00
7320116 Mortgages / Bank Loans	0.00	0.00	0.00	0.00
7320117 Govt. Liability Attachments	0.00	0.00	0.00	0.00
7320118 Provident Fund	0.00	0.00	0.00	0.00
7320121 Salary Overpayment Refunds	0.00	0.00	0.00	0.00
7320124 3% Commission on Deductions	0.00	0.00	0.00	0.00
7320126 Employee Contribution to PSSS	0.00	0.00	0.00	0.00
7320199 Salary Control Account	0.00	0.15	0.00	0.15
7320100 Salary Deductions	0.00	0.35	0.00	0.15
7320201 Contractors Retention Money	0.00	0.00	0.00	690,000.00
7320200 Other General Liabilities	0.00	0.00	0.00	690,000.00
7320000 Other Liabilities	0.00	0.35	0.00	690,000.15
7380101 General Withholding Tax	0.00	0.00	0.00	0.00
7380102 VAT Withholding	0.00	0.00	0.00	0.00
7380100	0.00	0.00	0.00	0.00
7380000 Withholding Taxes	0.00	0.00	0.00	0.00
7390101 Inventory AP Accrual	0.00	0.00	0.00	115,500.00
7390103 AP Liabilities	0.00	0.00	0.00	0.00
7390107 Intercompany Payables	0.00	0.00	0.00	0.00
7390100 System Required Liabilities	0.00	0.00	0.00	115,500.00
7399999 Cash Clearing A/c	0.00	0.00	0.00	0.00
7399900	0.00	0.00	0.00	0.00
7390000 System Required Liabilities A/cs	0.00	0.00	0.00	115,500.00
9910101 Provision for Encumbrance	0.00	0.00	0.00	0.00
9910100 General Provisions	0.00	0.00	0.00	0.00
9910201 Exchequer Releases/ Provisioning Account	0.00	642,858,130.60	0.00	516,011,707.20
9910209 Remittances to Exchequer Miscellaneous Revenue	5,295,134.05	0.00	136,548.05	0.00
9910200 Exchequer Provisions	5,295,134.05	642,858,130.60	136,548.05	516,011,707.20
9910000 Provisions	5,295,134.05	642,858,130.60	136,548.05	516,011,707.20
9999999 Consolidated Fund	510,716,573.20	0.00	293,036,890.95	0.00
9999900	510,716,573.20	0.00	293,036,890.95	0.00
9990000 Opening Balance Reserves	510,716,573.20	0.00	293,036,890.95	0.00
<b>Total</b>	<b>642,858,130.95</b>	<b>642,858,130.95</b>	<b>516,817,207.35</b>	<b>516,817,207.35</b>

The Statement has been prepared, reviewed and approved by the following:

Prepared By: Dan Otieno Date: 28-09-2023  
Reviewed By: Michael Kibet Date: 28.09.2023  
Approved By: CAMELIUS KILIANZI Date: 28/9/2023





NB

F.O 30

REPUBLIC OF KENYA

BANK RECONCILIATION- RECURRENT

as at 11TH MAY 2023

Station POST TRAINING

Account Number : 1000385693

Balance as per Bank Certificate ..				22,461.70
Less				
1. Payments in Cash Book not yet recorded in Bank Statements (Unpresented cheques) ..	-			
2. Receipts in Bank Statements not yet recorded in Cash Book ..	-			
Add				
3. Payments in Bank Statement not yet recorded in Cash Book ..	-			
4. Receipts in Cash Book not yet recorded in Bank Statements	-			
Bank Balance as per Cash Book .. ..				22,461.70

I Certify that I have verified the Bank Balance in the Cash Book with the Bank Statement and that the above Reconciliation is Correct.

Reconciled by..... Dan Otieno..... Signature..... *Dan Otieno*..... Date..... 28-09-2023

Approved by..... *[Signature]*..... Signature..... *[Signature]*..... Date..... 28/9/2023

( )



Handwritten text, possibly bleed-through from the reverse side of the page, including a large number '3' and other illegible characters.



Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Refund from World Food Programme (WFP)	4540101	0.00	0.00
Reimbursement of Audit Fees	4540102	0.00	0.00
Reimbursement on Messing Charges (UNICEF)	4540103	0.00	0.00
Reimbursement from World Bank - ECD	4540104	0.00	0.00
Reimbursement from Individuals and Private Organizations	4540105	0.00	0.00
Reimbursement from Local Government Authorities	4540106	0.00	0.00
Reimbursement from Statutory Organizations	4540107	0.00	0.00
Reimbursement within Central Government	4540108	0.00	0.00
Reimbursement Using Bonds	4540109	0.00	0.00
Reimbursements and Refunds - Other (Budget)	4540199	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

**10 Returns of Equity Holdings**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Returns of Equity Holdings	4550000	0.00	0.00
Returns of Equity Holdings	4610000	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

**11 Other Receipts**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Interest Received	1410100	0.00	0.00
Profits and Dividends	1410200	0.00	0.00
Withdrawals from Income of Quasi-corporations	1410300	0.00	0.00
Rents on land, houses and buildings	1410400	0.00	0.00
Other Property Income collected as AIA	1410500	0.00	0.00
	1415000	0.00	0.00
Sales of Market Establishment	1420100	0.00	0.00
Administrative Fees and Charges	1420200	0.00	0.00
Administrative Fees and Charges collected as AIA	1420300	0.00	0.00
Incidental Sales by Non-Market Establishments	1420400	0.00	0.00
Incidental Sales by Non-Market Establishments Collected as AIA	1420500	0.00	0.00
Receipts from Sale of Incidental Goods	1420600	0.00	0.00
Fines, Penalties, Forfeitures and other Charges	1430100	0.00	0.00
Current Grants from International NGOs paid through Exchequer	1440100	0.00	0.00
Capital Grants from International NGOs paid through Exchequer	1440200	0.00	0.00
Current Grants from International NGOs collected as AIA	1440300	0.00	0.00
Capital Grants from International NGOs collected as AIA	1440400	0.00	0.00
Other Voluntary Transfers for Current purposes	1440500	0.00	0.00
Other Voluntary Transfers for Capital purposes	1440600	0.00	0.00
Paid to Exchequer	1450100	0.00	0.00
Receipts Not Classified Elsewhere	1450200	0.00	0.00
	1510200	0.00	0.00
	1510300	0.00	0.00
	1520100	0.00	0.00
Business Permits	1520200	0.00	0.00
Cesses	1520300	0.00	0.00
Poll Rates	1520400	0.00	0.00
Plot Rents	1520500	0.00	0.00
Other Local Levies	1520600	0.00	0.00
Administrative Services Fees	1530100	0.00	0.00
Various Fees	1530200	0.00	0.00
Council'S Natural Resources Exploitation	1530300	0.00	0.00
Sales Of Council Assets	1530400	0.00	0.00
Lease / Rental Of Council'S Infrastructure Assets	1530500	0.00	0.00
Other Miscellaneous Revenues	1530600	0.00	0.00
Other Miscellaneous Revenues	1540100	0.00	0.00
Insurance Claims Recovery	1540200	0.00	0.00
Medium Term Loans (1-3 Yr Repayment)	1540300	0.00	0.00
Long Term Loans (Over 3 Yr Rpayment)	1540400	0.00	0.00
Transfers From Reserve Funds	1540500	0.00	0.00
Donations	1540600	0.00	0.00
Fund Raising Events	1540700	0.00	0.00
Other Revenues From Financial Assets Loan	1540800	0.00	0.00
	1541000	0.00	0.00
Market/Trade Centre Fee	1550100	0.00	0.00

Item Description	Item Code	Current Period	Previous Period
Vehicle Parking Fees	1550200	0.00	0.00
Housing	1560100	0.00	0.00
Social Premises Use Charges	1560200	0.00	0.00
School Fees	1570100	0.00	0.00
Other Education-Related Fees	1570200	0.00	0.00
Other Education Revenues	1570300	0.00	0.00
Public Health Services	1580100	0.00	0.00
Public Health Facilities Operations	1580200	0.00	0.00
Environment & Conservancy Administration	1580300	0.00	0.00
Slaughter Houses Administration	1580400	0.00	0.00
Water Supply Administration	1580500	0.00	0.00
Sewerage Administration	1580600	0.00	0.00
Other Health & Sanitation Revenues	1580700	0.00	0.00
Technical Services Fees	1590100	0.00	0.00
External Services Fees	1590200	0.00	0.00
	1930100	0.00	0.00
System Required Revenue A/cs	1990100	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

#### 12 Compensation of Employees

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Basic Salaries - Permanent Employees	2110100	36,757,977.80	53,139,056.65
Basic Wages - Temporary Employees	2110200	0.00	0.00
Personal Allowances paid as part of Salary	2110300	18,812,874.55	25,429,980.70
Personal Allowances paid as Reimbursements	2110400	0.00	0.00
Personal Allowances provided in Kind	2110500	0.00	0.00
Employer Contributions to Compulsory National Social Security Schemes	2120100	0.00	0.00
Employer Contributions to Compulsory Health Insurance Schemes	2120200	0.00	0.00
Social Benefit Schemes Outside Government	2120300	0.00	0.00
<b>TOTAL</b>		<b>55,570,852.35</b>	<b>78,569,037.35</b>

#### 13 Use of goods and Services

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Utilities, Supplies and Services	2210100	0.00	872,047.05
Communication, Supplies and Services	2210200	588,238.40	3,768,328.75
Domestic Travel and Subsistence, and Other Transportation Costs	2210300	21,358,242.00	22,336,408.10
Foreign Travel and Subsistence, and other transportation costs	2210400	3,000,937.00	5,162,878.75
Printing, Advertising and Information Supplies and Services	2210500	30,840.00	3,334,837.50
Rentals of Produced Assets	2210600	6,564,672.00	8,686,430.20
Training Expenses	2210700	17,357,181.00	38,925,955.50
Hospitality Supplies and Servi	2210800	9,113,862.00	11,945,197.00
Insurance Costs	2210900	0.00	0.00
Specialised Materials and Supp	2211000	0.00	706,228.00
Office and General Supplies and Services	2211100	781,000.00	3,596,306.05
Fuel Oil and Lubricants	2211200	439,249.00	3,200,864.00
Other Operating Expenses	2211300	3,735,808.00	12,780,504.00
Routine Maintenance - Vehicles	2220100	231,335.00	368,390.00
Routine Maintenance - Other Assets	2220200	0.00	218,600.00
Exchange Rate Losses	2230100	0.00	0.00
<b>TOTAL</b>		<b>63,201,364.40</b>	<b>115,902,974.90</b>

#### 14 Subsidies

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Subsidies to Public Corporations	2510000	0.00	0.00
Subsidies to Private Enterprises	2520000	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

#### 15 Transfers to Other Government Units

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Current Grants to Government Agencies and other Levels of Government	2630100	0.00	0.00

Item Description	Item Code	Current Period	Previous Period
Capital Grants to Government Agencies and other Levels of Government	2630200	0.00	0.00
Other Current Transfers, Grants and Subsidies	2640400	0.00	0.00
Other Capital Grants and Trans	2640500	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

**16 Other Grants and Transfers**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Grants and Transfers to Foreign Governments	2610100	0.00	0.00
Membership Fees and Dues and Subscriptions to International Organizations	2620100	0.00	0.00
Membership Fees and Dues and Subscriptions to International Organizations (Continued)	2620200	0.00	0.00
Scholarships and other Educational Benefits	2640100	0.00	0.00
Emergency Relief and Refugee Assistance	2640200	0.00	0.00
Grants to Small Businesses, Cooperatives, and Self Employed	2640300	0.00	0.00
	2649900	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

**17 Social Security Benefits**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Government Pension and Retirement Benefits	2710100	7,997,744.95	337,500.00
Social Security Benefits	2710200	0.00	0.00
Employer Social Benefits	2710300	0.00	0.00
Refund of Pension to UK Government	2720100	0.00	0.00
Refund of Contributions to WCPS and other Ex-Gratia	2720200	0.00	0.00
<b>TOTAL</b>		<b>7,997,744.95</b>	<b>337,500.00</b>

**18 Acquisition of Assets**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Purchase of Buildings	3110100	0.00	0.00
Construction of Building	3110200	0.00	0.00
Refurbishment of Buildings	3110300	0.00	34,300.00
Construction of Roads	3110400	0.00	0.00
Construction and Civil Works	3110500	0.00	0.00
Overhaul and Refurbishment of Construction and Civil Works	3110600	0.00	0.00
Purchase of Vehicles and Other Transport Equipment	3110700	0.00	8,080,000.00
Overhaul of Vehicles and Other Transport Equipment	3110800	0.00	0.00
Purchase of Household Furniture and Institutional Equipment	3110900	0.00	0.00
Purchase of Office Furniture and General Equipment	3111000	0.00	0.00
Purchase of Specialised Plant, Equipment and Machinery	3111100	0.00	14,755,870.00
Rehabilitation and Renovation of Plant, Machinery and Equipment	3111200	0.00	0.00
Purchase of Certified Seeds, Breeding Stock and Live Animals	3111300	0.00	0.00
Research, Feasibility Studies, Project Preparation and Design, Project Supervision	3111400	0.00	0.00
Rehabilitation of Civil Works	3111500	0.00	0.00
Purchase of Specialised Plant	3112200	0.00	0.00
Acquisition of Strategic Stocks	3120100	0.00	0.00
Acquisition of Other Inventori	3120200	0.00	0.00
Acquisition of Land	3130100	0.00	0.00
Acquisition of Other Intangible Assets	3130200	0.00	0.00
Domestic Lending and On-lending	4110000	0.00	0.00
Domestic Equity Participation	4120000	0.00	0.00
Other Domestic Accounts Receivable	4130000	0.00	0.00
Foreign Lending and On- Lending	4140000	0.00	0.00
Foreign Equity Participation	4150000	0.00	0.00
Other Foreign Accounts Receivable	4160000	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>22,870,170.00</b>

**19 Finance Costs, including Loan Interest**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Interest Payments on Foreign Borrowing	2410100	0.00	0.00
Interest Payments on Guaranteed Debt	2410200	0.00	0.00
Interest on Domestic Borrowing	2420000	0.00	0.00
Interest on Borrowing From Other Government Units	2430000	0.00	0.00
<b>TOTAL</b>		0.00	0.00

**20 Repayment of Principal on Domestic and Foreign Borrowing**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Repayments on Borrowings from General Government	5510100	0.00	0.00
Repayments on Borrowings from Monetary Authorities (Central Bank)	5510200	0.00	0.00
Repayments on Borrowings from Other Domestic Depository Corporations (Commercial Banks)	5510300	0.00	0.00
Repayments on Borrowings from Other Domestic Financial Institutions	5510400	0.00	0.00
Repayments on Borrowings from Other Domestic Creditors	5510500	0.00	0.00
Principal Repayments on Foreign Borrowing	5510600	0.00	0.00
Principal Repayments on Guaranteed Debt Taken over by Government	5520000	0.00	0.00
Principal Repayments on Guaranteed Domestic Debt Taken over by Government	5520100	0.00	0.00
Principal Repayments on Guaranteed Foreign Debt Taken over by Government	5520200	0.00	0.00
Repayments on Borrowings from Other Domestic Creditors	5610000	0.00	0.00
Repayments on Borrowings from Other Domestic Creditors - Private Enterprises	5610500	0.00	0.00
	5620000	0.00	0.00
Repayments on Borrowings from Other Domestic Creditors - Public Enterprises	5620100	0.00	0.00
<b>TOTAL</b>		0.00	0.00

**21 Other payments**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Budget Reserves	2810100	0.00	0.00
Civil Contingency Reserves	2810200	0.00	0.00
Capital Transfer to Non Financial Public Enterprises	2820100	0.00	0.00
Capital Transfer to Public Financial Institutions and Enterprises	2820200	0.00	0.00
Capital Transfer to Private Non-Financial Enterprises	2820300	0.00	0.00
System Required Expenses	2990100	0.00	0.00
	2999900	0.00	0.00
<b>TOTAL</b>		0.00	0.00

**22A Bank Balances**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Special Accounts	6510000	0.00	0.00
Treasury Bank Accounts (Exchequer and CRF Accounts)	6520000	0.00	0.00
Recurrent Bank Accounts	6530000	22,462.00	4,944,061.00
Development Bank Accounts	6540000	0.00	0.00
Deposit Bank Account	6550000	0.00	690,000.00
Project Specific Bank Accounts	6570000	0.00	0.00
Foreign Currency and Foreign D	6590101	0.00	0.00
Foreign Currency and Foreign D	6590203	0.00	0.00
<b>TOTAL</b>		22,462.00	5,634,061.00

**22B Cash Balances**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Cash in Hand	6580000	0.00	0.00
Foreign Currency and Foreign D	6590201	0.00	0.00
<b>TOTAL</b>		0.00	0.00

**23 Accounts Receivables - Outstanding Imprest and Clearance Accounts**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Domestic Debtors & Advances	6710000	0.00	214,525.10
Debtors & Advances - Govt Owne	6720000	0.00	0.00
Foreign Debtors & Advances	6730000	0.00	0.00
Other Debtors & Pre-payments	6740000	0.00	0.00
Government Imprests	6760000	54,000.00	0.00
Agency Accounts	6770000	0.00	0.00
Suspense & Clearance Account	6780000	0.00	0.00
Other Current Assets (System r	6790000	0.00	115,500.00
<b>TOTAL</b>		<b>54,000.00</b>	<b>330,025.10</b>

**24. ACCOUNTS PAYABLE**

Item Description	Item code	Current Period	Previous Period
		Kshs	Kshs
Withholding Taxes	7380000	0.00	0.00
System Required Liabilities A/cs	7390000	0.00	115,500.00
Other Liabilities	7320000	0.35	690,000.15
<b>TOTAL</b>		<b>0.35</b>	<b>805,500.15</b>

**25. FUND BALANCES BROUGHT FORWARD**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Opening Balance Bank	22A	5,634,061.00	730,876.90
Opening Balance Cash	22B	0.00	0.00
Opening Balance Receivables - Imprest and Clearance Accounts	23	330,025.10	189,875.00
Opening Balance - Deposits	24	(805,500.15)	(805,500.00)
<b>TOTAL</b>		<b>5,158,585.95</b>	<b>115,251.90</b>

**26. PRIOR YEAR ADJUSTMENTS**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Exchequer Provisions	9910200	5,158,586.00	115,252.00
County Transfers	9910300	0.00	0.00
<b>TOTAL</b>		<b>5,158,586.00</b>	<b>115,252.00</b>





**Statement of Budget Execution - Recurrent Expenditure**

Entity: 1068-State Department for Post Training and Skills Development

Current Period: JUL-22 To JUN-23

	Note	Printed Estimate	Reallocation / Transfer	Supplementary Estimates	Final Approved Estimate (Net)	Actual	Budget Utilization Differences	% of Utilization
		a	b	c	d=a+b+c	e	f=d-e	g=e/d%
<b>RECEIPTS</b>								
Tax Receipts	1	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Social Security Contribution	2	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Proceeds from Domestic and Foreign Grants	3	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Exchequer releases	4	0.00	0.00	0.00	0.00	126,846,423.40	(126,846,423.40)	0.00%
Transfers from Other Government Entities	5	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Proceeds from Domestic Borrowings	6	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Proceeds from Foreign Borrowings	7	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Proceeds from Sales of Assets	8	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Reimbursements and Refunds	9	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Returns of Equity Holdings	10	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Other Receipts	11	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>126,846,423.40</b>	<b>(126,846,423.40)</b>	<b>0.00%</b>
<b>PAYMENTS</b>								
Compensation of Employees	12	83,000,000.00	0.00	(27,429,147.00)	55,570,853.00	55,570,852.35	0.65	100.00%
Use of goods and Services	13	166,550,000.00	0.00	(100,756,050.00)	65,793,950.00	63,201,364.40	2,592,585.60	96.06%
Subsidies	14	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Transfers to Other Government Units	15	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Other Grants and Transfers	16	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Social Security Benefits	17	9,050,000.00	0.00	(1,052,255.00)	7,997,745.00	7,997,744.95	0.05	100.00%
Acquisition of Assets	18	25,000,000.00	0.00	(25,000,000.00)	0.00	0.00	0.00	0.00%
Finance Costs, including Loan Interest	19	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Repayment of Principal on Domestic and Foreign Borrowing	20	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
Other payments	21	0.00	0.00	0.00	0.00	0.00	0.00	0.00%
<b>Total</b>		<b>283,600,000.00</b>	<b>0.00</b>	<b>(154,237,452.00)</b>	<b>129,362,548.00</b>	<b>126,769,961.70</b>	<b>2,592,586.30</b>	<b>98.00%</b>



Statment of Budget Execution - Recurrent Expenditure

Entity: 1068-State Department for Post Training and Skills Development

Current Period: JUL-22 To JUN-23

The Statement has been prepared, reviewed and approved by the following:

Prepared By:

Date:

Dan Ofieno DSO

28-09-2023

Reviewed By:

Michael K. Chebi

Date:

28.09.2023

Approved By:

Corneus Kiwazi

Date:

28/9/2023





### SUMMARY STATEMENT OF DEPOSITS

Entity: 1068-State Department for Post Training and Skills Development

Current Period: JUL-22 To JUN-23

Compare With: JUL-21 To JUN-22

Economic Item	6550101 - Ministry HQ Deposit Bank A/C	
	Current Period	Previous Period
Opening Balance	690,000.00	690,000.00
Transfers of retentions during the year	690,000.00	0.00
Payments made out of deposit account during the year	1,380,000.00	0.00
Closing Balance	0.00	690,000.00

Principal Secretary Controller	Principal Accounts
-----------------------------------	--------------------

The Statement has been prepared, reviewed and approved by the following:

Prepared By: San Ofeno Date: 28-09-2023  
Reviewed By: Michael K. Chebi Date: 28-09-2023  
Approved By: Coreness Kilowal Date: 28/9/2023





### Budget Execution by Programme and Economic Classification

Entity: 1068-State Department for Post Training and Skills Development

Period: JUL-22 To JUN-23

Program	Item	Description	Approved Budget	Actual Payments	Variance
0120000000			0.00	0.00	0.00
	2210000	Goods and Services	0.00	0.00	0.00
0508000000		<b>General Administration, Planning and Support Services</b>	<b>84,393,096.00</b>	<b>83,558,890.50</b>	<b>834,205.50</b>
	2110000	Wages and Salary Contributions	49,577,651.00	49,577,650.15	0.85
	2210000	Goods and Services	26,404,365.00	25,752,160.40	652,204.60
	2220000	Routine Maintenance	413,335.00	231,335.00	182,000.00
	2710000	Social Security Benefits	7,997,745.00	7,997,744.95	0.05
	3110000	Acquisition of Fixed Capital Assets	0.00	0.00	0.00
0512000000			<b>37,192,059.00</b>	<b>35,813,247.20</b>	<b>1,378,811.80</b>
	2110000	Wages and Salary Contributions	5,993,202.00	5,993,202.20	(0.20)
	2210000	Goods and Services	31,120,357.00	29,820,045.00	1,300,312.00
	2220000	Routine Maintenance	78,500.00	0.00	78,500.00
	3110000	Acquisition of Fixed Capital Assets	0.00	0.00	0.00
0513000000			<b>7,777,393.00</b>	<b>7,397,824.00</b>	<b>379,569.00</b>
	2210000	Goods and Services	7,698,893.00	7,397,824.00	301,069.00
	2220000	Routine Maintenance	78,500.00	0.00	78,500.00
	3110000	Acquisition of Fixed Capital Assets	0.00	0.00	0.00
<b>Grand Total</b>			<b>129,362,548.00</b>	<b>126,769,961.70</b>	<b>2,592,586.30</b>

The Statement has been prepared, reviewed and approved by the following:

Prepared By: Dan Otiens Date: 28-09-2023  
Reviewed By: Michael Khehoni Date: 28-09-2023  
Approved By: CORNELIUS KILONZI Date: 28/9/2023





### Budget Execution by Heads and Programmes

Entity: 1068-State Department for Post Training and Skills Development  
Period: JUL-22 To JUN-23

Head	Program	Description	Approved Budget	Actual Payments	Variance
1068000100			62,493,690.00	62,203,690.20	289,999.80
	0512000000		0.00	0.00	0.00
	0508000000	General Administration, Planning and Support Services	62,493,690.00	62,203,690.20	289,999.80
	0120000000		0.00	0.00	0.00
1068000300			7,777,393.00	7,397,824.00	379,569.00
	0513000000		7,777,393.00	7,397,824.00	379,569.00
1068000400			16,947,921.00	16,443,742.30	504,178.70
	0508000000	General Administration, Planning and Support Services	16,947,921.00	16,443,742.30	504,178.70
	0512000000		0.00	0.00	0.00
	0513000000		0.00	0.00	0.00
1068000500			4,951,485.00	4,911,458.00	40,027.00
	0508000000	General Administration, Planning and Support Services	4,951,485.00	4,911,458.00	40,027.00
	0513000000		0.00	0.00	0.00
1068000600			37,192,059.00	35,813,247.20	1,378,811.80
	0512000000		37,192,059.00	35,813,247.20	1,378,811.80
1068100900			0.00	0.00	0.00
	0512000000		0.00	0.00	0.00
		<b>Grand Total</b>	<b>129,362,548.00</b>	<b>126,769,961.70</b>	<b>2,592,586.30</b>

The Statement has been prepared, reviewed and approved by the following:

Prepared By: Dan Otieno Date: 28-09-2023  
Reviewed By: Michael K. Chebi Date: 28.09.2023  
Approved By: Cornelius Kilonzi Date: 28/9/2023





### Budget Execution By Programmes and Sub-Programmes

Entity: 1068-State Department for Post Training and Skills Development

Period: JUL-22 To JUN-23

Program	Sub Program	Description	Approved Budget	Actual Payments	Variance
0120000000			0.00	0.00	0.00
	0120010000		0.00	0.00	0.00
0508000000		<b>General Administration, Planning and Support Services</b>	<b>84,393,096.00</b>	<b>83,558,890.50</b>	<b>834,205.50</b>
	0508010000	Headquarters Administrative Services	62,653,690.00	62,353,690.20	299,999.80
	0508020000	County Administrative Services	0.00	0.00	0.00
	0508030000		16,787,921.00	16,293,742.30	494,178.70
	0508040000		4,951,485.00	4,911,458.00	40,027.00
0512000000			<b>37,192,059.00</b>	<b>35,813,247.20</b>	<b>1,378,811.80</b>
	0512010000		15,133,078.00	14,667,816.15	465,261.85
	0512020000		22,058,981.00	21,145,431.05	913,549.95
0513000000			<b>7,777,393.00</b>	<b>7,397,824.00</b>	<b>379,569.00</b>
	0513010000		6,043,038.00	5,964,538.00	78,500.00
	0513020000		1,734,355.00	1,433,286.00	301,069.00
		<b>Grand Total</b>	<b>129,362,548.00</b>	<b>126,769,961.70</b>	<b>2,592,586.30</b>

The Statement has been prepared, reviewed and approved by the following:

Prepared By:

*Dan Otieno*

Date:

*28-09-2023*

Reviewed By:

*Michael Kichebi*

Date:

*28.09.2023*

Approved By:

*CORNELIUS KILWEI*

Date:

*28/9/2023*







## STATEMENT OF RECEIPTS AND PAYMENTS

Entity: 1068-State Department for Post Training and Skills Development

Current Period: JUL-22 To JUN-23

Compare With: JUL-21 To JUN-22

	Note	Current Period	Previous Period
<b>RECEIPTS</b>			
Tax Receipts	1	0.00	0.00
Social Security Contribution	2	0.00	0.00
Proceeds from Domestic and Foreign Grants	3	0.00	0.00
Exchequer releases	4	126,846,423.40	222,838,268.35
Transfers from Other Government Entities	5	0.00	0.00
Proceeds from Domestic Borrowings	6	0.00	0.00
Proceeds from Foreign Borrowings	7	0.00	0.00
Proceeds from Sales of Assets	8	0.00	0.00
Reimbursements and Refunds	9	0.00	0.00
Returns of Equity Holdings	10	0.00	0.00
Other Receipts	11	0.00	0.00
<b>TOTAL RECEIPTS</b>		<b>126,846,423.40</b>	<b>222,838,268.35</b>
<b>PAYMENTS</b>			
Compensation of Employees	12	55,570,852.35	78,569,037.35
Use of goods and Services	13	63,201,364.40	115,902,974.90
Subsidies	14	0.00	0.00
Transfers to Other Government Units	15	0.00	0.00
Other Grants and Transfers	16	0.00	0.00
Social Security Benefits	17	7,997,744.95	337,500.00
Acquisition of Assets	18	0.00	22,870,170.00
Finance Costs, including Loan Interest	19	0.00	0.00
Repayment of Principal on Domestic and Foreign Borrowing	20	0.00	0.00
Other payments	21	0.00	0.00
<b>TOTAL PAYMENTS</b>		<b>126,769,961.70</b>	<b>217,679,682.25</b>
<b>SURPLUS/DEFICIT</b>		<b>76,461.70</b>	<b>5,158,586.10</b>

The Statement has been prepared, reviewed and approved by the following:

Prepared By:

*San Otieno*

Date:

*28-09-2023*

Reviewed By:

*Nida Khebi*

Date:

*28-09-2023*

Approved By:

*CORNELIUS KIKOZI*

Date:

*28/9/2023*





### Statement of Financial Position

Entity: 1068-State Department for Post Training and Skills Development

Current Period: JUL-22 To JUN-23

Compare With: JUL-21 To JUN-22

	Note	Current Period	Previous Period
		Kshs	Kshs
<b>FINANCIAL ASSETS</b>			
<b>Cash and Cash Equivalents</b>			
Bank Balances	22A	22,462.00	5,634,061.00
Cash Balances	22B	0.00	0.00
<b>Total Cash And Cash Equivalents</b>		<b>22,462.00</b>	<b>5,634,061.00</b>
Accounts Receivables - Outstanding Imprest and Clearence Accounts	23	54,000.00	330,025.10
<b>TOTAL FINANCIAL ASSETS</b>		<b>76,462.00</b>	<b>5,964,086.10</b>
<b>Financial Liabilities</b>			
Accounts Payables - Deposits	24	0.35	805,500.15
<b>NET FINANCIAL ASSETS</b>		<b>76,461.65</b>	<b>5,158,585.95</b>
<b>REPRESENTED BY</b>			
Fund Balance b/fwd	25	5,158,585.95	115,251.90
Prior Year Adjustment	26	(5,158,586.00)	(115,252.00)
Surplus/Deficit for the Year		76,461.70	5,158,586.10
<b>NET FINANCIAL POSITION</b>		<b>76,461.65</b>	<b>5,158,586.00</b>

The Statement has been prepared, reviewed and approved by the following:

Prepared By:

*San @fiene*

Date:

*28-09-2023*

Reviewed By:

*Michael K...*

Date:

*28.09.2023*

Approved By:

*Cornelius K...*

Date:

*28/9/2023*





### STATEMENT OF CASH FLOW

Entity: 1068-State Department for Post Training and Skills Development  
Current Period: JUL-22 To JUN-23  
Compare With: JUL-21 To JUN-22

	Note	Current Period	Previous Period
		Kshs	Kshs
<b>Receipts and operating income</b>			
Tax Receipts	1	0.00	0.00
Social Security Contribution	2	0.00	0.00
Proceeds from Domestic and Foreign Grants	3	0.00	0.00
Exchequer releases	4	126,846,423.40	222,838,268.35
Transfers from Other Government Entities	5	0.00	0.00
Reimbursements and Refunds	9	0.00	0.00
Returns of Equity Holdings	10	0.00	0.00
Other Receipts	11	0.00	0.00
<b>Payments for Operating Expenses</b>			
Compensation of Employees	12	55,570,852.35	78,569,037.35
Use of goods and Services	13	63,201,364.40	115,902,974.90
Subsidies	14	0.00	0.00
Transfers to Other Government Units	15	0.00	0.00
Other Grants and Transfers	16	0.00	0.00
Social Security Benefits	17	7,997,744.95	337,500.00
Finance Costs, including Loan Interest	19	0.00	0.00
Other payments	21	0.00	0.00
<b>Adjusted for :</b>			
Adjustments during the year		(529,474.70)	(140,149.95)
Prior year adjustments		(5,158,586.00)	(115,252.00)
<b>Net Cash From Operating Activities</b>	A	(5,611,599.00)	27,773,354.15
<b>Cash Flow From Investing Activities</b>			
Proceeds from Sales of Assets	8	0.00	0.00
Acquisition of Assets	18	0.00	22,870,170.00
<b>Net Cash Flow From Investing Activities</b>	B	0.00	(22,870,170.00)
<b>Cash Flow From Borrowing Activities</b>			
Proceeds from Domestic Borrowings	6	0.00	0.00
Proceeds from Foreign Borrowings	7	0.00	0.00
Repayment of Principal on Domestic and Foreign Borrowing	20	0.00	0.00
<b>Net Cash Flow From Financing Activities</b>	C	0.00	0.00
<b>NET INCREASE IN CASH AND CASH EQUIVALENT</b>	A+B+C	(5,611,599.00)	4,903,184.15
<b>Cash and Cash Equivalent at BEGINNING of The Year</b>		5,634,061.00	730,876.90
<b>Cash and Cash Equivalent at END of The Year</b>	22A+22B	22,462.00	5,634,061.00

The Statement has been prepared, reviewed and approved by the following:

Prepared By: Dan Ofieno Date: 28-09-2023  
Reviewed By: Michael Kibet Date: 28-09-2023  
Approved By: SEBASTIAN KILONZI Date: 28/9/2023

3

1

1

1

1

1

1

1

1

1

1

1

1

1

1

1

1

1

**REPUBLIC OF KENYA**  
**BANK RECONCILIATION**

F.O. 30

From Date : 01-JUL-21 To : 30-JUN-22

DEP - STATE DEPARTMENT FOR POST TRAINING

Bank : Central Bank of Kenya , Branch : Haile Selassie , Account Number : 1000509902

1. PAYMENTS IN CASH BOOK NOT YET RECORDED IN BANK STATEMENT ( UNPRESENTED CHEQUES)			
Cheque		Payee	Amount
No	Date		
		Total :	
2. RECEIPTS IN BANK STATEMENT NOT YET RECORDED IN CASH BOOK			
Receipts		Payee	Amount
No	Date		
NONREF	14-JUL-21	TRFS Payments /BENM/ WITHHOLDING TAX	690,000.00
		Total :	690,000.00
3. PAYMENTS IN BANK STATEMENT NOT YET RECORDED IN CASH BOOK			
Cheque		Payee	Amount
No	Date		
		Total :	
4. RECEIPTS IN CASH BOOK NOT YET RECORDED IN BANK STATEMENT			
Receipts		Payee	Amount
No	Date		
		Total :	

REPUBLIC OF KENYA  
BANK RECONCILIATION

From Date : 01-JUL-21 To : 30-JUN-22

DEP - STATE DEPARTMENT FOR POST TRAINING

Bank : Central Bank of Kenya , Branch : Haile Selassie , Account Number : 1000509902

Balance as per bank certificate		690,000.00
Less --		
1. Payment in Cash Book not yet recorded in Bank Statement (Unpresented Cheques)		
2. Receipts in Bank Statement not yet recorded in Cash Book		690,000.00
Add --		
3. Payment in Bank Statement not yet recorded in Cash Book		
4. Receipts in Cash Book not yet Recorded in Bank Statement		
Bank Balance as per Cash Book		0.00

Reconciled by: Dan Otieno Signature: [Signature] Date: 28-09-2023

Reviewed by: Michael Kichoi Signature: [Signature] Date: 28/09/2023

Approved by: [Signature] Signature: [Signature] Date: 28/9/2023





## NOTES TO THE FINANCIAL STATEMENTS

Entity: 1068-State Department for Post Training and Skills Development

Current Period: JUL-22 To JUN-23

Compare With: JUL-21 To JUN-22

### 1 Tax Receipts

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Taxes on Income, Profits and Capital Gains	1110000	0.00	0.00
Taxes on Payroll and Workforce	1120000	0.00	0.00
Taxes on Property	1130000	0.00	0.00
Taxes on Goods and Services	1140000	0.00	0.00
Taxes on International Trade and Transactions	1150000	0.00	0.00
Other Taxes (not elsewhere classified)	1160000	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

### 2 Social Security Contribution

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Health Insurance Contribution	1210100	0.00	0.00
NHIF Health Insurance Contributions	1210200	0.00	0.00
Contributions from Govt. Employees for Social & Welfare Schemes	1210300	0.00	0.00
	1210400	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

### 3 Proceeds from Domestic and Foreign Grants

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Grants from Foreign Governments	1310000	0.00	0.00
Grants from International Organisations	1320000	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

### 4 Exchequer releases

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Exchequer Releases/ Provisioning Account for Q1	9910201	51,382,047.95	37,780,467.05
Exchequer Releases/ Provisioning Account for Q2	9910201	43,123,435.30	50,195,171.40
Exchequer Releases/ Provisioning Account for Q3	9910201	23,418,190.15	37,166,490.50
Exchequer Releases/ Provisioning Account for Q4	9910201	8,922,750.00	97,696,139.40
<b>TOTAL</b>		<b>126,846,423.40</b>	<b>222,838,268.35</b>

### 5 Transfers from Other Government Entities

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Grants received by Central Govt from General Govt units	1330100	0.00	0.00
Grants Received from General Govt units by Local Authorities	1330200	0.00	0.00
Grants to Fund Accounts from Central Govt Budget	1330300	0.00	0.00
Grants to other General Govt units from General Govt units	1330400	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

### 6 Proceeds from Domestic Borrowings

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Borrowing within General Government	5110100	0.00	0.00
Borrowing from Monetary Authorities (Central Bank)	5110200	0.00	0.00
Other Domestic Depository Corporations (Commercial Banks)	5110300	0.00	0.00
Borrowing from Other Domestic Financial Institutions	5110400	0.00	0.00
Borrowing from Other Domestic Creditors	5110500	0.00	0.00

Item Description	Item Code	Current Period	Previous Period
Domestic Currency and Deposit	5110600	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

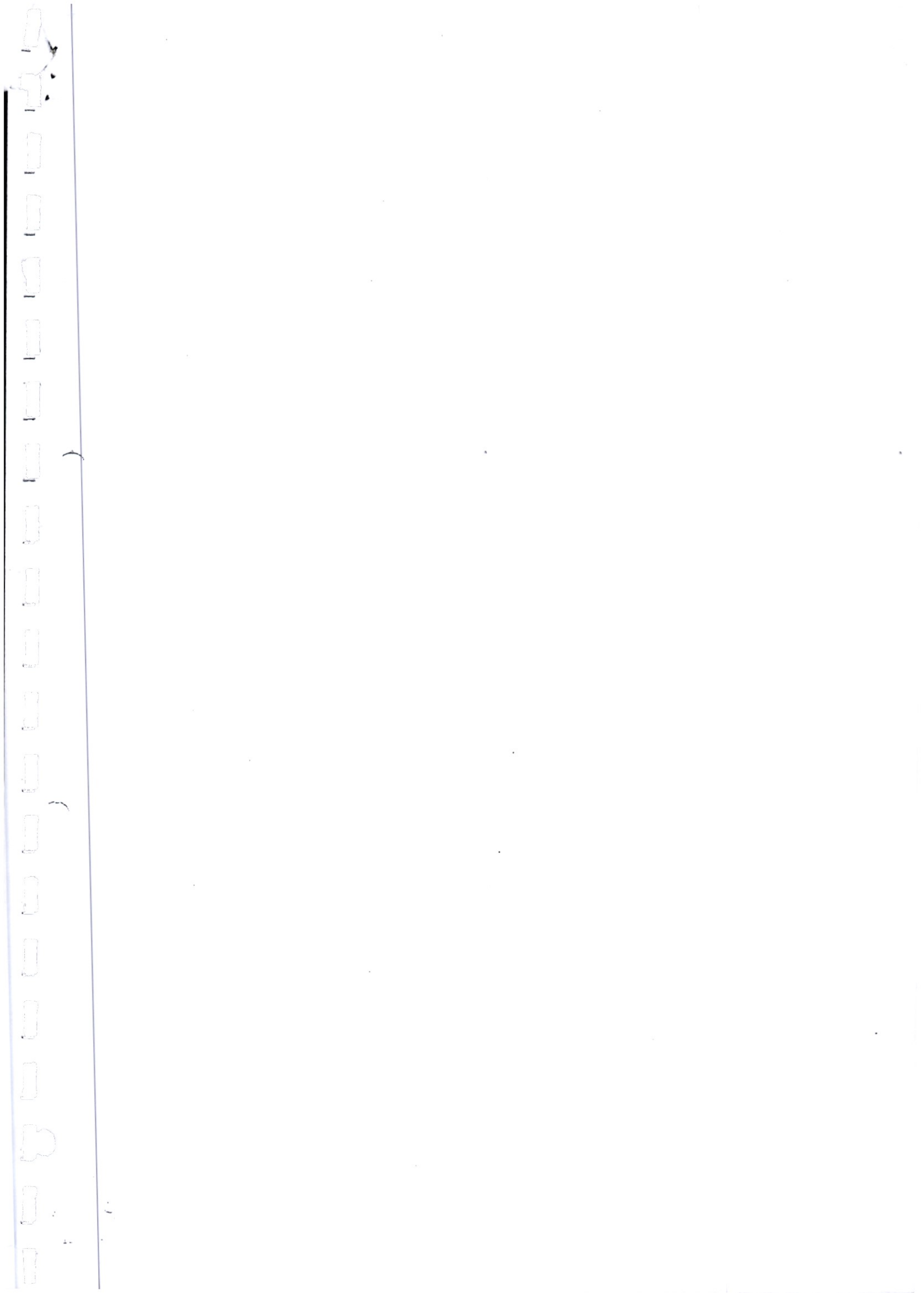
**7 Proceeds from Foreign Borrowings**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Foreign Borrowings - Drawdowns through Exchequer	5120100	0.00	0.00
Foreign Borrowing-Direct Payments	5120200	0.00	0.00
Foreign Currency and Foreign Deposits	5120300	0.00	0.00
Other Foreign Accounts Payable	5120400	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

**8 Proceeds from Sales of Assets**

Item Description	Item Code	Current Period	Previous Period
		Kshs	Kshs
Receipts from the Sale of Buildings - Paid to Exchequer	3510100	0.00	0.00
Receipts from the Sale of Buildings	3510200	0.00	0.00
Receipts from sale of other st	3510300	0.00	0.00
Receipts from sale of other st	3510400	0.00	0.00
Receipts from the Sale of Vehicles and Transport Equipment - Paid to Exchequer	3510500	0.00	0.00
Receipts from the Sale of Vehicles and Transport Equipment	3510600	0.00	0.00
Receipts from the Sale of Plant Machinery and Equipment - Paid to Exchequer	3510700	0.00	0.00
Receipts from the Sale Plant Machinery and Equipment	3510800	0.00	0.00
Receipts from Sale of Certified Seeds and Breeding Stock - Paid to Exchequer	3510900	0.00	0.00
Receipts from Sale of Certified Seeds and Breeding Stock	3511000	0.00	0.00
Receipts from the Sale of Strategic Reserves Stocks	3520100	0.00	0.00
Receipts from the Sale of Other Inventories, Stocks, and Commodities	3520200	0.00	0.00
Receipts from the Sale of Inventories, Stocks and Commodities	3520300	0.00	0.00
Receipts from the Sale of Land	3540100	0.00	0.00
Receipts from the Sale of Other Naturally Occurring Non-Produced Assets	3540200	0.00	0.00
Receipts from the Sale of Intangible Non-Produced Assets	3540300	0.00	0.00
Receipts from the Sale of Non-Produced Assets Collected as AIA	3540400	0.00	0.00
Repayments from Loans to Government Agencies and Other Levels of Government	4510100	0.00	0.00
Loans to Non-Financial Public Enterprises	4510200	0.00	0.00
Loans to Financial Institutions	4510300	0.00	0.00
Repayments from Domestic Loans to Individuals and Households	4510400	0.00	0.00
Repayments from lending to Foreign Govts.	4520100	0.00	0.00
Repayments from lending to International Orgns.	4520200	0.00	0.00
Repayments from lending to Foreign Non - Financial Enterps. & Financial Instns.	4520300	0.00	0.00
Repayments from Other Foreign Lending	4520400	0.00	0.00
Sales and Disposals of Equity Holdings in Domestic Public Non - Financial Enterprises	4530100	0.00	0.00
Sales and Disposals of Equity Holdings in Domestic Public Financial Institutions	4530200	0.00	0.00
Sales and Disposals of Other Equity Holdings	4530300	0.00	0.00
Sales and Disposals of Equity Holdings in Foreign Financial Instns. and Domestic Financial Instns. operating abroad	4530400	0.00	0.00
Sales and Disposals of Equity Holdings in Foreign Enterps. Financial Instns. and Domestic Financial Instns. operating abroad	4530500	0.00	0.00
Redemption/ Disposal of Other Financial Assets	4530600	0.00	0.00
Refund of Bonds paid as Deposits for Guarantees	4530700	0.00	0.00
<b>TOTAL</b>		<b>0.00</b>	<b>0.00</b>

**9 Reimbursements and Refunds**



11 09-May-23 09-May-23 FT23129XN Outward R 90,000.00 0 22,461.70

5850

STATE DEPT FOR POST TRAIN,SKILLS DE:999999

MARTIN MACHUKI MOSIRIA

5850

STD005315

Totals 790,500.00 0

Closing Balance : 22,461.70